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Pattern of conferences

Pattern of conferences

Report of the Secretary-General

Summary

In its resolution 60/236 B of 8 May 2006, entitled "Pattern of conferences", the General Assembly addressed a number of requests to the Secretary-General on issues relating to conference management and reform of the Department for General Assembly and Conference Management. In response to those requests, the present report covers integrated global management, meetings management, proactive document management, and translation- and interpretation-related matters. More specifically, it puts forward a number of proposals on the servicing of regional and other major groupings of Member States, timely submission of documents, control and limitation of documentation, dynamic prioritization of document processing, training of language staff and improvement in the quality of the language services.

In line with the agreement reached by the Committee on Conferences, at its organizational session held on 11 May 2006, a single comprehensive report is submitted to streamline reporting and facilitate the consideration of all issues relating to this agenda item.

* A/61/50 and Corr.1.

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I. Introduction

1. The past year has been both challenging and rewarding. In addition to servicing the World Summit in September 2005 and thousands of other meetings throughout the world, the Department for General Assembly and Conference Management has made substantial headway in reform, which puts it in a solid position for undertaking further measures in the context of the comprehensive management reform contemplated by the intergovernmental bodies.

II. Integrated global management

2. The project on integrated global management of conference services has made further progress. On the basis of the reports submitted in 2004 and 2005 by the task forces established under the project, common approaches to administrative policies, practices and procedures were identified and harmonized/standardized in a cooperative venture involving the four duty stations of the Department for General Assembly and Conference Management at New York, Geneva, Vienna and Nairobi. Implementation of the project has brought the four duty stations closer than ever before. The trust and goodwill generated by continuous interaction, the increase in communication and cooperation and the tangible results achieved all represent significant accomplishments. Integrated global management is, however, a continuous process, to be nurtured and expanded to rationalize further conference-servicing operations.

A. Harmonization/standardization of administrative policies, practices and procedures

3. At the Seventh Coordination Meeting of Conference Managers, held in Vienna in June 2006, new agreement was reached in the following areas:

1. Proactive document management

4. The four duty stations agreed to pursue proactive document management in order to implement fully the General Assembly mandates on the timely issuance of documentation and the control and limitation of documentation. For this purpose, they agreed to implement the slotting system for document submission, based on the mandated 10-4-6 week rule or other benchmarks, such as the 8-4-4 week format chosen by some intergovernmental bodies. They also agreed to adopt a common approach to the strict enforcement of page limits, and to practice advance waiver management with author departments to ensure the greatest extent of compliance with the 16-page limit and the 20-page guideline without compromising the quality of documents. The final authority for waiver approval would rest with the Assistant Secretary-General for General Assembly and Conference Management as authorized by the Secretary-General.

2. Capacity calculations

5. Agreement was reached on standardized formulas to be used by the four duty stations to estimate translation, interpretation and editing capacity. Reliable and timely projections of the established (namely, "permanent") capacity of the

processing units of the Department for General Assembly and Conference Management are essential for ensuring that levels of available staffing resources track workload fluctuations as closely as possible, and that any required supplementary capacity is secured in the most economical manner, including through workload-sharing among duty stations.

3. Common terminology database for language staff

6. The four duty stations agreed that the coordination of terminology was essential and would be achieved via the establishment of a central terminology database and a terminology coordination board. Each of the four duty stations would be assigned subject areas in connection with its current areas of specialization and language groups over which it would have primary responsibility. Once these areas of specialization had been defined, each duty station would suspend terminology work outside its areas of specialization so as to avoid the creation of conflicting versions of terminology and consequent confusion.

4. Computer-assisted translation

7. The four duty stations agreed that the time had come to encourage the use of computer-assisted translation (CAT) at all four duty stations and to increase the percentage of documents translated with such technology. Each duty station would identify both the documents of a repetitive nature that would lend themselves to being processed with CAT, and the staff who would work with CAT tools. The duty stations agreed to hold a full exchange of practices at the eighth coordination meeting of conference managers.

8. It was specified that the agreements reached at each coordination meeting would be reviewed, monitored and updated periodically in response to evolving operational needs and/or new realities. Implementation in the areas already agreed upon would be reviewed at each coordination meeting.

9. The main goal of integrated global management is harmonizing/standardizing business processes across duty stations for the purposes of streamlining and optimizing operations, better sharing of resources and workload, and achieving economies of scale. In accordance with the General Assembly mandate, integrated global management has to allow for the specificities of the various duty stations, including different sources of funding and funding arrangements. While the Department for General Assembly and Conference Management has been given responsibility for the overall management of conference-servicing resources at the four duty stations, it lacks actual oversight and control over the use of common funds at duty stations other than New York. The Department intends to pursue this issue actively.

B. Information technology global initiative

10. Integrated global management requires closer collaboration and interaction among duty stations, starting with the need to collect, access and share information readily. To address this issue, and other recommendations of the Advisory Committee on Administrative and Budgetary Questions (see A/58/7 and A/59/418) and the Office of Internal Oversight Services (see A/59/133), the Department for General Assembly and Conference Management launched an information

technology global initiative in 2006. The primary goal is to identify an information technology strategy that would lead to a global standardized approach to support decision-making and real-time global access to data, satisfy client needs, and align more effectively with the information technology standards and strategies of the Secretariat.

11. With the help of a consultancy firm, a study was undertaken to document the current state of business processes and information technology tools in place, and to recommend ways to upgrade, standardize and integrate the information technology architecture and applications at the four duty stations so that they can better support the standardized business processes.

12. The first step taken was the establishment of the information technology governance board under the Assistant Secretary-General for General Assembly and Conference Management, comprising senior managers and information technology professionals from all duty stations to provide guidance on an information technology strategy, avoid duplication of information technology development efforts, and standardize business processes and technological architecture and applications to achieve economies of scale, taking into account the evolution of technology and the need for compliance with the information and communication technology strategy of the Secretariat. Under the road map approved in June, three project teams were established for each of the following three tasks that have been launched:

(a) A centrally hosted reporting database will be set up within six months to one year to enable global reporting and management of consolidated statistical data (lead duty station: Nairobi);

(b) The current meetings management system will be further integrated, re-engineered and migrated to an updated standard open platform across the duty stations within a year (lead duty station: Vienna);

(c) Technical evaluation will be conducted to assess both internal and enterprise systems with a view to standardizing the document management systems at all duty stations (lead duty station: Geneva).

III. Meetings management

A. Calendar of conferences and meetings for 2007

13. The draft calendar of conferences and meetings for 2007 will be issued as an annex to the report of the Committee on Conferences to the General Assembly.

B. Improved utilization of conference-servicing resources and facilities

1. Meeting statistics of United Nations organs and analysis

Meeting statistics of United Nations organs

14. The statistical data on the planned and actual utilization of conference resources allocated to a core sample of bodies that met in New York, Geneva,

Vienna and Nairobi in 2005 are contained in annex I. They also include issuance compliance and availability indices for assessing the timely issuance of pre-session documentation and week-by-week availability of such documentation.

Analysis of the statistics

15. **Utilization factor.** At 85 per cent in 2005, the overall utilization factor is 2 per cent higher than in 2004 and 8 per cent higher than in 2003. The increase in overall utilization was due solely to the improvement of utilization in New York, as utilization had dipped slightly at all other duty stations. It is noteworthy that the benchmark of 80 per cent was surpassed in New York for the first time.

Number of meetings

Duty station	*A (programmed)*	*B (added)*	*C (cancelled)*	*D (held)*	*E (reassigned)*	*	*F (minutes lost)*	*2003 UF*	*2004 UF*	*2005 UF*	**
New York	1 216	131	261	1 086	195	17	29 860	70	79	83	70
Geneva	542	1	15	528	0	0	7 310	89	91	90	90
Vienna	179	2	1	180	0	0	4 185	86	90	87	87
Nairobi	27	0	1	26	0	0	65	95	98	95	95
Total	**1 964**	**134**	**278**	**1 820**	**195**	**17**	**41 420**	**77**	**83**	**85**	**77**

* Related reassignments.

** Utilization factor, counting related reassignments only.

16. A detailed breakdown by body of the utilization statistics referred to above is contained in annex I. Categories for determining utilization in 2005 are the same as before. Credit for reassignment(s) in column E was given to a body regardless of whether the body to which the services were reassigned was related or not. Column (*) shows only those reassignments that are related, and column (**) indicates the utilization factor that would result if only related reassignments were to be counted. In the event that a cancelling body has no related bodies, "N/A" appears in that column. The time utilized for informal meetings or consultations held before the start, after the adjournment or instead of the officially scheduled meetings, when utilizing the same services and with due notification given to the Secretariat, is not recorded as time lost.

17. For the purposes of comparison, the following is a breakdown of the utilization factor for the bodies in the sample for the period from 2003 to 2005:

	Number of sessions		
Utilization factor (percentage)	*2003*	*2004*	*2005*
0-19	1	0	1
20-29	0	1	0
30-39	0	0	1
40-49	0	1	0
50-59	9	1	0
60-69	6	4	5
70-79	13	16	11
80-100	41	47	50
Total	**70**	**70**	**68**

18. Thus, 74 per cent of the bodies in the sample showed a utilization factor of 80 per cent or higher in 2005, as compared with 67 per cent in 2004 and 59 per cent in 2003.

19. **Meeting ratio.** The following is a breakdown of the meeting ratio of the bodies in the sample from 2003 to 2005:

	Number of sessions		
Meeting ratio (percentage)	*2003*	*2004*	*2005*
10-19	—	—	1
20-29	—	—	0
30-39	1	0	0
40-49	0	0	1
50-59	3	4	2
60-69	4	2	0
70-79	3	3	5
80-89	12	11	7
90-100+	47	50	52
Total	**70**	**70**	**68**

20. Thus in 2005, 87 per cent of the bodies in the sample had a meeting ratio of 80 per cent and above, the same as in 2004.

21. **Planning accuracy factor.** The following is a breakdown of the planning accuracy factor of the bodies in the sample from 2003 to 2005:

	Number of sessions		
Planning accuracy factor (percentage)	*2003*	*2004*	*2005*
0-39	2	1	5
40-49	0	1	0
50-59	6	4	3
60-69	3	5	1
70-79	5	5	5
80-89	13	12	12
90-100	41	42	42
Total	**70**	**70**	**68**

22. Thus, in 2005, 79 per cent of the bodies had a planning accuracy factor of 80 per cent and above, a 2 per cent improvement over 2004.

Conclusion

23. **The overall utilization in 2005 continued to be well above the benchmark of 80 per cent, thanks to the improvement of utilization in New York, where there was an increase in the number of meetings programmed and held and a more efficient reassignment of services from cancelled meetings compared with the previous year. Reassignments of services from cancelled meetings rose from 48 per cent in 2004 to 75 per cent in 2005. Overall, the number of bodies that showed a utilization factor of 80 per cent and higher increased from 67 per cent in 2004 to 74 per cent in 2005. In addition, there was continued improvement in planning accuracy.**

2. Consultations with/letters to bodies concerning utilization of the conference services available to them

24. In order to identify measures to improve the utilization of services, in accordance with section II.A, paragraph 9, of General Assembly resolution 60/236 B, the Chairman of the Committee on Conferences, assisted by conference management and with the participation of the technical secretariat, consulted chairpersons of bodies that consistently utilize their conference-servicing resources below the established benchmark figure. Consultations are also ongoing between conference management and the technical secretariats of bodies that consistently underutilize services. These consultations focus on actual past utilization patterns, the duration or number of meetings and allocated services. Adjustments in actual servicing, but not in entitlements, are considered and implemented with the consent of the bodies concerned.

3. Provision of interpretation services to meetings of regional and other major groupings of Member States

25. The modality for servicing meetings of regional and other major groupings of Member States has not changed significantly for many years. Facilities and services are provided on an "as available" basis from existing resources not used by calendar bodies, mostly as a result of cancellations of interpretation services by those bodies. No specific servicing capacity has ever been allocated for this purpose. In section II.A, paragraph 4, of its resolution 60/236 B, the General Assembly requested the Secretary-General to ensure that, as far as possible, all requests for conference services for the meetings of regional and other major groupings of Member States are met. The statistical data in annex II provide a breakdown by regional and other major groupings of Member States at New York, Geneva, Vienna and Nairobi in 2005.

26. In New York, 100 per cent of the 913 requests for meetings without interpretation were granted. As to the provision of interpretation services, 192 of the 242 requests were granted, or a total of 80 per cent. In Geneva, 90 per cent of the 792 requests for meetings without interpretation and 90 per cent of the 66 requests for meetings with interpretation were granted. In Vienna, 100 per cent of the 417 requests for facilities were met. No request for interpretation services was made in Vienna. In Nairobi, 100 per cent of the 283 requests for meetings without interpretation were granted and 100 per cent of the 17 requests for the provision of interpretation services were granted.

27. Nonetheless, the strategies for servicing these meetings as described in the report of the Secretary-General (A/60/93) do differ among the four duty stations. In Geneva, conference services are sometimes provided from within existing resources as long as sufficient advance notice is given and the workload allows. In Vienna, given the limitation of having only one team of interpreters, regional groups do not request interpretation services for their meetings. In Nairobi, in addition to redeploying services from cancellations of calendar meetings, outside donors sometimes provide funds for interpretation services at the request of the United Nations Environment Programme or the United Nations Human Settlements Programme if services for a regional group meeting are considered imperative. In New York, committee secretaries are encouraged to incorporate the needs of regional groups into their programmes of work and allocate unused time for this purpose, but this initiative has not had any real impact. Consequently, the main strategy is still to reassign services from cancelled calendar meetings. It should be noted, however, that the utilization of these reassigned services by regional groups in New York in 2005, with two exceptions, was below the 80 per cent benchmark set for calendar bodies.

28. In section II.A, paragraph 8, of its resolution 60/236 B, the General Assembly noted that the improvements in the utilization factor of calendar bodies might entail a reduction in the availability of conference services for meetings of regional groups. It requested the Secretary-General to explore innovative ways to address the problem and report to the General Assembly through the Committee on Conferences.

29. Consultations in past years with bodies showing consistent underutilization of their mandated resources, as well as vigorous follow-up efforts by conference management in New York prior to the commencement of calendar sessions, have

resulted in a marked improvement in the overall utilization of both facilities and interpretation services, with notice of cancellations often being given a week or more in advance. Consequently, two options are proposed as set out below.

30. The first option is to piggyback onto a plan to allocate specific services on a weekly basis for meetings of those bodies shown in the calendar with an entitlement to meet "as required". At present, there are nine such bodies in the calendar of conferences and meetings of the United Nations that have no specific budgetary provision. Services for those ad hoc meetings traditionally have come from the two meetings per day allocated, as a practice, to the General Assembly, or from the unused resources of the Security Council. In the past, the General Assembly seldom used its allocation in full. In 2005 and 2006, however, the volume of General Assembly and Security Council activities increased to such an extent that it was sometimes impossible to provide services to the bodies in the "as required" category when requested. Therefore, in order to add more flexibility in servicing the calendar, two to three additional interpretation teams would be reserved per week specifically to handle the meetings of those bodies, which numbered 72 in 2005 and 71 in 2004. If the services are not required, they could then be added to the cancellations pool and reassigned to regional groups. In 2005, for example, 3,700 meetings were planned in the calendar, whereas 3,460 were programmed. Theoretically, therefore, 240 meetings, up to four per week, could have been allocated for "as required" bodies, since cancellations of calendar meetings occurred throughout the year, which could have balanced out the additional service requirements.

31. The second option is to earmark specific resources and funds to enhance the predictability for servicing these meetings. Full interpretation services could be set aside solely for such meetings. Alternatively, additional services could be built into the requirements of those intergovernmental bodies that require a substantial number of meetings of regional and other major groupings of Member States. The level of services would be programmed within the biennial calendar of conferences and meetings, thereby ensuring predictable and adequate services. This arrangement would require significant additional resources. Should the General Assembly wish to consider this proposal, the estimated resource requirements for the biennium 2006-2007 would be provided. Naturally, the demand for such services would be reviewed every biennium and adjusted when necessary.

Conclusion

32. **In the reporting period January-December 2005 compared to the corresponding period of 2004, there was a notable 34 per cent increase in the number of meetings requested and held without interpretation. This is an indication of much increased demand by Member States for facilities in Geneva, Nairobi and Vienna, while New York continued to be the location with the highest volume. The percentage of meetings held by regional and other major groupings of Member States that were provided with interpretation in the same reporting period increased to 87 per cent as compared with 85 per cent in the previous period.**

33. **With regard to innovative ways of servicing meetings of regional and other major groupings of Member States, the first option would lead to greater predictability, with no additional budgetary appropriations, although additional services for regional groups would still not be guaranteed. The**

second option would guarantee services for regional group meetings since dedicated resources would be allocated.

4. Improved utilization of conference facilities at the United Nations Office at Nairobi

34. In section II.A, paragraphs 10 and 11 of its resolution 60/236 B, the General Assembly reaffirmed that all meetings of Nairobi-based United Nations bodies should take place in Nairobi, except as otherwise authorized by the General Assembly or the Committee on Conferences acting on its behalf, and strongly discouraged any invitation to host meetings that would violate the headquarters rule at the United Nations Office at Nairobi. In 2005, the United Nations Office at Nairobi as well as the Nairobi-based United Nations bodies, the United Nations Environment Programme and the United Nations Human Settlements Programme, adhered strictly to the mandate.

35. During the biennium 2004-2005, there was a 40 per cent increase in the utilization rate for interpreters at the United Nations Office at Nairobi as compared with the biennium 2002-2003 (2002: 37 per cent; 2003: 31 per cent; 2004: 48 per cent; 2005: 47.4 per cent; up to 31 May 2006: 51.5 per cent). The utilization factor remains high at the United Nations Office at Nairobi with 96.25 per cent in 2005 and 100 per cent up to 31 May 2006.

36. In section II.B, paragraph 3 of its resolution 60/236 B, the General Assembly recognized the upgrading of the information technology capacity at the United Nations Office at Nairobi, which was essential for the successful achievement of integrated global management. In this regard, a regular budget P-3 information technology post was established in the first quarter of 2006 and is currently under recruitment, with an anticipated occupancy date in the third quarter of 2006. The establishment of this post, together with the other efforts undertaken by the Department for General Assembly and Conference Management at the United Nations Office at Nairobi in terms of sharing standard best practices and technological achievements, will strengthen the existing capacity at Nairobi.

5. Conference centre at the Economic Commission for Africa

37. In section II.A, paragraph 15, of its resolution 60/236 B, the General Assembly invited the Secretary-General to explore means to increase the utilization of the conference centre of the Economic Commission for Africa (ECA), bearing in mind the headquarters minimum operating security standards.

38. ECA is continuing to explore vigorously innovative ways to enhance further the development of its clientele and operations. These efforts will include the following:

(a) Building on the cooperative agreement already established and being implemented with the Division of Conference Services at the United Nations Office at Nairobi, especially the sharing of interpretation staff and services to minimize costs, which ECA believes is beneficial to both institutions;

(b) Establishing and developing linkages with other centres and bodies with a view to identifying and emulating best practices. In this regard, by the end of 2006, the management of the United Nations conference centre at Addis Ababa plans to conduct a fact-finding mission to Bangkok to explore avenues of

cooperation with the United Nations conference centre at the Economic and Social Commission for Asia and the Pacific;

(c) Revisiting the method and tools used to compile and analyse the utilization statistics of the conference centre at Addis Ababa, taking into account the activities of all other ECA support services not directly related to conference operations but currently using part of this facility (for example, United Nations health care, the print shop, the communication team and the training rooms of the Information Services Section) and aligning the methodology for presenting such statistics to other United Nations conference centres.

39. With respect to utilization of the conference centre at Addis Ababa, a good number of events previously booked in 2005 were cancelled, which brought down the utilization rate.

40. International and local corporations and academic institutions are being allowed to host events in the conference centre after screening, on a case-by-case basis, by the United Nations Security and Safety Service to ensure compliance with the United Nations headquarters minimum operating security standards. This new development is likely to contribute to increasing the utilization of the centre.

C. Requests to meet during the regular session of the General Assembly (exceptions to section I, paragraph 7, of General Assembly resolution 40/243)

41. In section I, paragraph 7, of its resolution 40/243 of 18 December 1985, the General Assembly decided that no subsidiary organ of the Assembly could meet at United Nations Headquarters during a regular session of the Assembly unless explicitly authorized by the Assembly.

42. Every year, a number of requests for exceptions to that rule are received. In accordance with established practice, the requests are first submitted to the Committee on Conferences, which then makes a recommendation to the Assembly.

43. Annex III to the present report contains the requests received to date from subsidiary organs of the General Assembly to meet at Headquarters during the sixty-first session of the Assembly, as well as relevant statistical information for the sixtieth session of the Assembly. Requests received after the submission of the present report will be issued in an addendum.

IV. Document management

44. Advance planning, capacity planning and dynamic prioritization are the three pillars of the Department's proactive document management system covering the entire document cycle, from the adoption of the reporting mandates up to the issuance of reports to the requesting bodies. They are applied in tandem and, of necessity, with flexibility in a highly fluid situation.

A. Submission

45. Advance planning is the basis of document management. By both slotting the time of submission in the light of the work programmes of intergovernmental bodies and exercising advance waiver management, the Department for General Assembly and Conference Management aims to improve timely submission of documents and better predict the incoming workload, which translate into greater ability for timely processing and issuance of documents in the most cost-effective manner.

1. Timely submission of documents

46. After years of strict enforcement and the gradual coming on board of the author departments, the timeliness of submission has improved steadily, although the overall level still shows room for improvement (see annex IV.A).

47. It should be noted that although the Department for General Assembly and Conference Management has been using a mandated 10-4-6 framework (i.e., submission 10 weeks before meetings, processing in 4 weeks and issuance 6 weeks before meetings) for planning and performance evaluation purposes, it has exercised certain flexibility. The Executive Board of the United Nations Development Programme and of the United Nations Population Fund, the United Nations Children's Fund and the Division for the Advancement of Women, for example, have opted for an 8-4-4 format for their pre-session reports owing to their more frequent meeting patterns. In other cases of late submission, however, the Department often finds itself in a dilemma: if it were strict with the slotting system, author departments would complain about not having enough time to prepare the reports, but if it approved a later submission deadline in its slotting negotiations with the author department, a strange situation would occur in which a document is submitted on time (i.e., in accordance with the negotiated submission deadline, but less than 10 or even 8 weeks before meetings), processed on time (within four weeks), but issued late (less than six weeks before meetings).

48. To compound the issue, a number of factors causing late submission are beyond the control of the Secretariat. For example, some reporting mandates are adopted too close to the meetings for which they are intended, or Member States are late in submitting inputs or reports, which delays the preparation of reports by the Secretariat. Those late submissions can have a very disruptive effect on the entire document-processing system.

Conclusion

49. **For the sake of transparency and accountability, slotting should adhere strictly to the mandates on submission, without exception. With regard to Secretariat-generated documents, the Department for General Assembly and Conference Management continues to work closely with the author departments for further improvement.**

50. **Since delays are often caused by factors beyond the control of the Secretariat, the General Assembly may wish to encourage Member States to submit their inputs before deadlines in order to ensure timely issuance of the mandated documents.**

2. Control and limitation of documentation

51. Despite both the general consensus on the need to control and limit documentation and the Secretariat's best efforts, problems persist, especially when reports do not originate in the Secretariat or are exempt from page limits. The former includes reports of intergovernmental bodies, where the Secretariat's ability to intervene is limited. The latter includes all reports to the International Law Commission in accordance with a General Assembly resolution. In general, large documents present a dilemma, as they usually need more time for preparation, necessitating later submission deadlines, while the Department for General Assembly and Conference Management needs more time for processing large documents, hence the need for earlier submission. When such reports have to be given priority owing to the closeness of their submission to the time of consideration, not only do they displace a large number of timely submissions, but they also disrupt orderly scheduling and processing, which in the simultaneous distribution environment has a multiplier effect.

Conclusion

52. **The General Assembly may wish to reiterate its decisions regarding the control and limitation of documentation, such as contained in its resolution 52/214 of 22 December 1997.**

53. **In order to ensure greater consistency in such mandates, the General Assembly may also wish to consider referring all exceptions to the documentation mandates to the Fifth Committee.**

B. Processing and issuance

1. Capacity planning

54. Advance planning is but the first step in capacity planning. It enables the Department for General Assembly and Conference Management, inter alia, to regulate and forecast expected workload for the coming year and adjust it on a quarterly basis. Such expected workload is then backed up with the right amount of processing capacity, so as to prevent delays when workload peaks and to avoid waste in slow periods. Starting in 2005, the Department has been conducting such quarterly capacity planning exercises and reviews of lessons learned. Increasingly, these are found to be helpful to the managers in their daily operations.

55. By further achieving a balance in capacity across the units handling the six official languages, the Department is better able to alleviate bottlenecks that can cause substantial inefficiency and delays in the context of simultaneous distribution according to the principle of multilingualism. This predictability also enables the Department to utilize an optimal combination of processing methods, such as in-house, contractual and off-site. At this stage, capacity planning covers only the translation services and the Editorial Control Section. With more experience gained, it will be extended to other downstream processing units.

56. Advance planning provides indicative guidance for downstream capacity planning, while the availability of downstream capacity feeds into advance planning of document submission. This interactive process enhances the synergy of upstream planning and downstream processing. It should be cautioned, though, that matching

capacity with expected workload is no exact science. The fact that the Secretariat has to be responsive to an intergovernmental process that is fluid by nature determines that this approach has to be supplemented by other means in order to be more useful.

2. Dynamic prioritization

57. The Department for General Assembly and Conference Management is committed to ensuring four-week turnaround for documents within page limit. For the first half of 2006, the Department was able to reach 99.6 per cent, while the only two documents that missed the mark were issued 25 and 20 days before meetings. Obviously, late and/or lengthy submissions have become the sole source of late issuance.

58. While the upstream measures can alleviate fluctuations in workload, more dynamic adjustments have to be made throughout the processing stage to ensure timely issuance of documents. Consequently, a new prioritization system was introduced in 2006, under which all documents are assigned a priority rating. Generally speaking, category A includes all urgent documents, such as in-session documents; category B covers time-bound reports, such as pre-session documents; and category C covers lower-priority documents, such as publications. Documents are moved from one category to another as the time of their consideration approaches. Moreover, when excessive workload or late submissions make it impossible to process all documents in four weeks, the Department gives priority to those closer to consideration. The system is thus designed to fine-tune further the match between processing capacity and incoming workload and to ensure that the documents that are needed most urgently for deliberations by intergovernmental bodies are issued on time (see annex IV.B).

Conclusion

59. **Even with careful advance planning, at times overwhelming workload far exceeds the processing capacity. In addition, late, lengthy and surprise submissions can disrupt the plan. The General Assembly may wish to decide that when overwhelming work'oad, insufficient processing capacity and late submissions combine to make six-week issuance impracticable, the Department for General Assembly and Conference Management could give first priority to minimizing very late issuances rather than focusing on achieving six-week issuance.**

3. E-flow

60. The electronic document management system that supports e-flow, namely e-Doc, has been developed continuously and is now capable of performing a full range of critical functions. Starting from the end of August 2006, upon completion of training in electronic submission by the Department for General Assembly and Conference Management, all author departments will be able to submit slotted documents electronically; the internal assignment modules deployed to the translation and text-processing units will provide real-time, accurate statistics for productivity and management purposes. Pending migration to a new standard platform, e-Doc can already satisfy most of the operational needs of the Department.

61. In terms of training in information technology, all translators are now capable of using at least one electronic inputting method and a number of electronic supporting tools for referencing and terminology. In addition, a number of proactive measures have been proposed to improve the quality of electronic submissions, such as updating the editorial directive and installing automatic text-enhancement functions in e-Doc. Progress in all these areas helps to advance the virtualization of the Department's operations.

C. Transparency and accountability

62. In accordance with the mandate of the General Assembly in its resolution 60/236 B, a clear accountability mechanism has been set up in the Secretariat for the submission, processing and issuance of documents.

63. To enhance transparency, which is the basis of accountability, the Department for General Assembly and Conference Management submits comprehensive annual reports to the Secretary-General and the Committee on Conferences; it negotiates and finalizes the slotting schedules with the author departments well in advance of the drafting of reports, and it gives regular early warnings to the author departments in the countdown to the relevant meetings. Beginning in 2005, for the purposes of enhancing transparency and inviting feedback from relevant bodies on ways to improve client satisfaction, the Department has been providing document service reports to the presiding officers of each session of intergovernmental bodies with pre-session documents. By the end of June 2006, a total of 29 reports had been provided and 10 responses received; there were no complaints about late issuance of documents. Moreover, whenever a problem is anticipated, the Under-Secretary-General for General Assembly and Conference Management writes to or meets with the presiding officers or heads of author departments concerned in search of preventive measures. The interdepartmental task force on documentation, chaired by the Assistant Secretary-General for General Assembly and Conference Management, also meets regularly to evaluate performance by department and consider actions for improvement.

64. As for the accountability mechanism, the Secretary-General has included timely submission of reports as a performance indicator in his annual compact with the heads of all departments. Likewise, the Office of Internal Oversight Services has agreed to include timeliness of submission of mandated documents as a performance indicator of author departments in the biennial programme performance report.

65. As the guardian of the document management system, the Department for General Assembly and Conference Management has put in place a much stricter internal accountability system. As an author department itself, the Department links the performance evaluation of staff members involved in document preparation with their submission compliance evaluation, and it has achieved 100 per cent timely submission. As the processing department, its departmental management group examines monthly document management reports to review experiences, identify problems, hold accountable any unit or manager responsible for delays, take immediate remedial measures and decide on new proactive measures. Quarterly exercises on lessons learned are conducted to improve continuously the document management system.

Conclusion

66. **At this stage, transparency and accountability are firmly in place within the Department for General Assembly and Conference Management. With the introduction of the accountability mechanism, as recommended by the Office of Internal Oversight Services, there is expected to be greater transparency and accountability throughout the Secretariat.**

67. **It would be useful for intergovernmental bodies to give candid and timely feedback on document service reports provided by the Department. The Committee on Conferences may wish to encourage all meeting bodies to do so.**

V. Translation- and interpretation-related matters

A. Workload standards

68. The review of the existing workload standards for specific categories of conference-servicing staff has led to the conclusion that such standards are a rather crude, one-dimensional measure of performance, focusing on quantity of output alone at the level of individual staff members. Since one of the key concepts of the ongoing reform of the Department for General Assembly and Conference Management is to manage its various operations from a full-system perspective and, given the multidimensional nature of the goals of the Department, there is clearly a need to supplement these standards with more meaningful and multidimensional measures of performance, such as timeliness of delivery and quality of services. Such measures will allow Member States to better evaluate the Department's performance against the expected accomplishments, as set out in the strategic framework.

69. Responding to the General Assembly's request that the Department develop a comprehensive methodology for performance measurement and management from a full-system perspective, the Department proposes to report to the General Assembly on a regular basis, beginning in 2007, an additional array of indicators on timeliness, quality, financial performance and client satisfaction. This new "balanced scorecard" approach would shift the emphasis to broader, higher-level metrics of full-system performance and would allow more timely, more targeted action to be taken in response to any weaknesses detected.

B. Self-revision

70. In successive resolutions on the pattern of conferences adopted since 1996, the General Assembly has expressed concern over rates of self-revision in excess of the benchmark of 45 per cent. It has taken the view that reducing self-revision is crucial to ensure the requisite quality of translations. When done by seasoned and skilled translators, self-revision should yield translations of the highest quality. More often than not, problems in self-revised translations stem from the speed at which a text has had to be translated because of a tight deadline and/or the length of the text, which had necessitated dividing it up among several self-revisers, with little or no coordination due to time pressure.

71. An appropriate level of self-revision should be set having regard to the grading structure and experience level of the unit concerned and the nature of its workload (such as subject matter, volume and timing of work), which can and do change from time to time, from duty station to duty station and from language unit to language unit. One measure the Department has taken to tighten quality control of self-revised texts is systematic spot-checking of texts produced on a self-revised basis. It is hoped that the proactive approach to document management that is being pursued vigorously by the Department will bring about greater discipline and predictability in the submission of documents by author departments, thereby reducing time constraints and lessening the need to resort to self-revision to meet tight deadlines.

72. If the General Assembly decides that it is imperative to adhere to the 45 per cent benchmark, it would be necessary to recalibrate the ratio of revisers to translators in all translation units at all duty stations and this would very likely mean adding more posts. The ideal ratio of reviser to translator posts would be very nearly 1 to 1 (1.16:1, to be precise). Achieving that ratio by eliminating P-4/P-5 posts is not a viable option, as it would reduce the overall capacity of the translation units to a point where they would be unable to cope with the existing workload. It can only be done by adding junior level (P-2/P-3) posts, which would provide needed capacity and afford a cushion that would make possible more stringent quality control. Taking the Department at Headquarters as an example, if the existing 186 P-4/P-5 posts are retained, the ideal ratio would require 185 P-2/P-3 posts, or 65 more than exist currently.

C. Summary records

73. As mandated by the General Assembly, the Department for General Assembly and Conference Management initiated a project at Headquarters in 2005 to clear the backlog of summary records and brought about a marked improvement in the situation: all records of meetings held in 2005 had been issued by 31 March 2006; all records of meetings held in 2004 had been issued by 23 December 2005; and all records of meetings held in 2003 will have been completed by August 2006. Older backlog relating to 2002 and earlier is being tackled in reverse chronological order as capacity becomes available.

74. Parallel to this effort, a pilot project was undertaken during the sixtieth session of the General Assembly to issue all the summary records of the regular session within three months of its close. That target was met successfully. It is now felt that with improved capacity planning and proactive document management, it should be possible to sustain this pace of issuance at Headquarters within the existing capacity, assuming that the volume and the timing of the overall documentation workload remain substantially unchanged.

75. In the light of the above, the practical and financial implications of the various approaches proposed by the Secretary-General in his report to the fifty-ninth session (A/59/172) are set out below.

1. Replacing summary records with digital recordings

76. This option would dispense with the need for the preparation of summaries in the drafting language and for translation into the other five languages, and would obviously eliminate the need for printing and distribution. In 2005, some 1,828

staff-days were devoted to the drafting of summary records alone. The key issue here is to ensure a clear understanding on the part of all concerned that only the recording of the floor (namely, all statements in the original language) can be regarded as authentic and as having any official status, since the interpretation may be incomplete or otherwise unreliable.

2. Reducing the number of bodies entitled to summary records

77. In 2005, the Secretariat continued its consultations with the bodies entitled to summary records on the possibility of relinquishing or curtailing their use of summary records. Of a total of 37 replies received, only one body expressed willingness to accept digital sound recordings of its proceedings. The great majority (23) wished to retain their entitlements, 12 bodies favoured the provisional issuance of summary records in the original language, with non-simultaneous issuance in the other languages at a later stage, and one body requested more information on technical and budgetary implications of the options. Many of the bodies that replied underscored the importance and utility of summary records as the official record of their proceedings and as a basis for the preparation of committee reports and related parliamentary documentation. As the bodies consulted account for close to 50 per cent of all summary records produced in 2005, indications are that the scope for speeding up the issuance of summary records through this option is quite limited.

3. Concentrating précis-writing in the English Translation Service

78. In 2005, the English Translation Service drafted all summary records. Since that Service was already covering all meetings with summary records outside the regular session of the General Assembly, the financial implications of its taking on all précis-writing were limited to the additional temporary assistance costs required to cover the meetings of the Main Committees of the General Assembly that were previously handled by other services. For the sixtieth session, the additional temporary assistance requirement was approximately 328 work-days, at a cost of $253,870.

4. Restricting the length of summary records to 5,000 words

79. In 2005, the average length of a summary record was 4,615 words. While the average length of the summary records of the Main Committees of the General Assembly, 5,199 words, did not exceed the suggested limit by much, 122 of the 218 meetings of Main Committees exceeded the limit by a total of 301,530 words, which is equivalent to 1,092 staff-days at the translation stage. Précis-writers are already instructed to strive for maximum conciseness consistent with accuracy and balance. It takes more time to prepare a shorter summary that is accurate and balanced than to produce a longer one that is less analytical and includes more detail. However, the additional time spent at the précis-writing stage would yield substantial dividends at the translation stage.

5. Eliminating publishing and distribution of summary records

80. This option produces savings only in publishing and distribution, as summary records would still be drafted in one language and translated into all the others. These costs, totalling $38,667 for 2005, are relatively small in relation to the overall cost of drafting, translating and text-processing summary records.

D. Quality of language services and qualified language staff

81. Improving the quality of language services is a constant pursuit of the Secretariat. As the clients are the best and final judges of quality, the Department for General Assembly and Conference Management pays close attention to client satisfaction by means of regular surveys of intergovernmental bodies and twice-yearly informational meetings with Member States on the quality of language services, though participation by Member States in both exercises has been quite low.

82. The Department has adopted an array of methods to improve quality, such as recruiting only the best qualified staff, putting in place operational guidelines and procedures, providing adequate tools and support services for language staff, and offering on-the-job training and external study opportunities. On a daily basis, revision of translation and monitoring of interpretation continue to be the primary quality control mechanism. Chiefs of language units spot check the work done by their staff at all levels. Moreover, the Department takes the complaints of Member States about quality very seriously. All complaints are thoroughly investigated to diagnose the causes, and immediate action is taken to redress the problems and avoid any recurrences.

83. A major challenge for the Secretariat is the considerable demographic change in the language services, as a result of which as many as half the staff members have less than five years' service in some units. Between 2006 and 2011, another 20 per cent of all language staff at Headquarters will retire. Furthermore, there has been a decline in the number of applicants for United Nations language examinations in recent years, as the language professions in the United Nations seem to be losing their appeal; fewer universities are offering courses relevant to the work of the United Nations; and fewer students are studying languages in the countries where some of the United Nations official languages are used, portending a shrinking pool of skilled linguists in the near future.

84. This is a problem felt acutely by all intergovernmental bodies and regional organizations. Thus, at the last International Annual Meeting on Language Arrangements, Documentation and Publications (IAMLADP) held in June 2006, a statement was adopted which recommended the enhancement of both internal and external training programmes and the further development of staff exchange programmes between organizations (see annex V).

Conclusion

85. **Efforts to enhance the quality of language services and staff training and to replenish the ranks of the language services will be a major priority of the Department in the year ahead.**

86. **In cooperation with other international organizations, the Secretariat will participate in outreach activities targeting universities that train language professionals in order to make them aware of the staffing needs of the international organizations, and to help develop their curricula to ensure that graduates are equipped properly to function effectively in international organizations.**

VI. Concluding observations

87. The operations of the Department for General Assembly and Conference Management are multifaceted, and so are its goals mandated by the General Assembly. Through comprehensive reform, now in its fifth year, the Department has significantly changed the way it operates, transforming from reactive conference-servicing into proactive conference management. Starting out with a comprehensive and coordinated plan, the Department has taken steady steps and has been willing and able to make adjustments when necessary, bearing in mind the overall objectives of the Secretariat. A lot has been accomplished, but there is still much room for improvement. The Department intends to exert greater efforts to better meet the requirements of the intergovernmental process.

Annex I

Meeting statistics of a core sample of United Nations bodies

A Number of meetings programmed by a given organ at a scheduled session;

B Number of additional meetings held during the session;

C Number of meetings cancelled during the session;

D Number of meetings actually held;

E Total number of reassignments;

F Amount of time lost owing to late starting/early ending (hours and minutes rounded to the nearest five minutes, e.g. 5.25 = 5 hours and 25 minutes);

MR Meeting ratio, calculated as meetings held as a percentage of meetings available to a given body (D as a percentage of A);

PAF Planning accuracy factor, calculated as meetings planned, minus additional meetings, minus cancellations, all as a percentage of meetings planned (A minus B minus C as a percentage of A);

UF Utilization factor, the percentage of available conference resources actually used by the organ in question. The utilization factor is based on the following calculation:

$$\frac{(A+B) - (C-E) - (F/3)}{(A+B)} \quad UF$$

In the foregoing calculation, the number of minutes/hours lost as a result of late starting and early ending is converted into the equivalent of meetings lost by dividing the total by three, as the standard meeting time is three hours. The number of reassignments is subtracted from the number of cancelled meetings. The difference between the two and the number of meetings lost are then subtracted from the sum of meetings planned and additional meetings held. The result is expressed as a percentage of the sum of meetings planned and additional meetings held.

Note: In the calculation of UF, in order to better reflect the utilization of time, instead of the number of meetings, the total duration of meetings in minutes is counted under A, B, C, D, E and F;

CI Issuance compliance index, calculated first as the percentage of pre-session documentation issued in accordance with the six-week rule and again as the percentage of documentation issued four weeks before the start of the session;

AI Availability index, calculated as the actual rate of delivery presented on a week-by-week basis;

* Number of related reassignments;

** Utilization factor that would result if only related reassignments were credited.

The statistics are compiled in accordance with the methodology adopted by the Committee on Conferences at its 348th meeting, held on 18 May 1993.

A. New York

	A	B	C	D	E	*	F	MB	PAE	UF	**	Minutes	aCI 6wks	aCI 4wks	AI Issued by end of week 6	5	4	3	2	1
General Assembly, Fifth Committee																				
resumed fifty-ninth session, 7 March-1 April 2005	37	31	26	42	26	0	10.15/2.45	114	-54	94	55	780	0	0	0	0	0	14	14	71
2-27 May 2005	40	15	12	43	12	0	7.30/4.45	108	33	93	71	735	67	71	2	2	4	0	11	13
resumed fifty-eighth session, 10 March-2 April 2004	36	3	5	34	1	0	7.45/9.05	94	78	75	73	1 010	0	0	0	0	23	0	8	69
3-28 May 2004	38	9	3	44	2	0	8.00/2.10	116	68	91	86	610	65	71	2	4	2	8	0	18
resumed fifty-seventh session, 3-28 March 2003	40	0	7	33	7	4	12.10/6.25	83	83	85	77	1 115	26	26	0	0	0	16	26	32
5-30 May 2003	38	0	4	34	4	2	8.05/4.20	89	89	89	84	745	18	26	2	6	0	16	18	20
Commission on the Status of Women																				
forty-ninth session, 28 February-11 March 2005	21	2	0	23	0	N/A	4.05/1.00	110	90	93	N/A	305	0	15	0	15	31	23	0	31
forty-eighth session, 1-12 March 2004	20	7	0	27	0	N/A	6.30/5.00	135	65	86	N/A	690	9	41	27	5	23	9	9	18
forty-seventh session, 3-14 March 2003	20	0	0	20	0	N/A	6.40/4.20	100	100	82	N/A	660	7	31	12	12	45	7	5	12
Advisory Committee on Administrative and Budgetary Questions																				
17 May-15 July 2005	83	0	3	80	2	N/A	6.50/9.30	96	96	92	N/A	980	N/A							
4-28 May 2004	38	0	11	27	7	N/A	2.30/10.45	71	71	78	N/A	795	N/A							
6 May-18 July 2003	103	0	18	85	3	N/A	8.25/45.15	83	83	68	N/A	3 220	N/A							
Committee on Conferences																				
19-27 September 2005	10	3	0	13	0	N/A	3.15/0.15	130	70	91	N/A	210	50	-50	0	0	0	0	0	50
7, 8 and 10 September 2004	8	0	0	8	0	N/A	1.40/0.00	100	100	93	N/A	100	50	100	0	50	0	0	0	0
8, 10 and 12 September 2003	10	0	2	8	2	N/A	1.50/1.20	80	80	89	N/A	190	0	33	33	0	0	33	33	0

	A	B	C	D	E	*	F	MR	PAF	UF	**	Minutes	iCT 6wks	iCT 4wks	Issued by end of week 6	5	4	3	2	1
General Assembly, Fifth Committee																				
sixtieth session, 2005	112	48	21	139	19	12	17.40/18.20	124	38	91	87	2 160	34	49	7	8	3	11	16	21
fifty-ninth session, 2004	113	22	12	123	10	10	28.30/9.00	109	70	89	89	2 250	24	30	2	4	2	7	12	49
fifty-eighth session, 2003	109	0	14	95	10	10	28.30/9.00	87	87	85	85	2 250	N/A							
Committee for Programme and Coordination, organizational session																				
11 May 2005	1	0	0	1	0	N/A	0.20/0.00	100	100	89	N/A	20	100	100	0	0	0	0	0	0
1 June 2004	2	0	1	1	1	N/A	0.15/0.00	50	50	96	N/A	15	14	57	29	14	29	14	0	0
5 May 2003	1	0	0	1	0	N/A	0.15/2.15	100	100	17	N/A	150	15	31	8	8	38	15	0	15
UNCITRAL — Working Group on Arbitration																				
forty-second session, 10-14 January 2005 (New York)	10	0	0	10	0	N/A	3.10/0.35	100	100	88	N/A	225	50	100	0	0	0	0	0	0
fortieth session, 23-27 February 2004 (New York)	10	0	0	10	0	N/A	3.10/3.30	100	100	78	N/A	400	21	22	0	0	0	0	0	78
thirty-ninth session, 10-14 November 2003	10	0	0	10	0	N/A	2.10/1.30	100	100	88	N/A	220	50	50	0	0	0	0	0	50
Advisory Committee on Administrative and Budgetary Questions																				
1 February-22 April 2005	79	0	4	75	0	N/A	6.35/10.15	10	95	88	N/A	1 010	N/A							
3 February-26 March 2004	76	0	9	67	4	N/A	6.45/19.45	88	88	82	N/A	1 590	N/A							
4 February-28 March 2003	73	0	14	59	5	N/A	6.25/58.40	81	81	58	N/A	3 905	N/A							
Committee for Programme and Coordination																				
forty-fifth session, 6 June-1 July 2005	40	4	4	40	4	N/A	9.35/8.10	100	80	87	N/A	1 065	25	47	14	8	14	14	4	22

	A	B	C	D	E	*	F	MR	PAF	UF	**	Minutes	iCJ 6wks	iCJ 4wks	AI Issued by end of week 6	5	4	3	2	1
forty-fourth session, 7 June-2 July 2004	40	2	4	38	3	N/A	8.05/2.30	95	85	89	N/A	635	8	21	5	8	14	32	11	22
forty-third session, 9 June-3 July 2003	37	8	3	42	1	N/A	5.50/2.25	114	70	89	N/A	495	8	16	3	5	13	21	28	21
Human Rights Committee																				
eighty-third session, 14 March-1 April 2005 (New York)	26	1	0	27	0	N/A	4.15/6.25	104	96	87	N/A	640	0	0	0	0	0	0	100	0
eightieth session, 15 March-2 April 2004 (New York)	30	2	1	31	0	N/A	4.20/2.05	103	90	90	N/A	385	69	84	15	0	15	0	0	0
seventy-seventh session, 17 March-4 April 2003 (Geneva)	30	0	1	29	0	N/A	3.05/3.15	97	97	90	N/A	380	36	50	9	5	5	14	14	14
General Assembly, Sixth Committee																				
sixtieth session, 2005	32	1	4	29	4	N/A	5.20/8.20	91	84	86	N/A	820	44	55	0	11	11	0	22	11
fifty-ninth session, 2004	38	1	6	33	4	N/A	7.15/12.20	87	82	78	N/A	1 155	53	65	6	6	0	6	6	23
fifty-eighth session, 2003	48	4	9	43	4	N/A	8.50/17.20	90	73	74	N/A	1 570	N/A							
Statistical Commission																				
thirty-sixth session, 1-4 March 2005	8	0	0	8	0	N/A	3.00/0.35	100	100	85	N/A	215	14	47	29	4	11	29	14	0
thirty-fifth session, 2-5 March 2004	6	2	1	7	0	N/A	1.55/0.05	117	50	79	N/A	120	78	90	12	0	6	0	3	0
thirty-fourth session, 4-7 March 2003	8	0	2	6	1	N/A	0.45/1.30	75	75	78	N/A	135	54	89	14	21	0	0	0	11
Advisory Committee on Administrative and Budgetary Questions																				
29 August-23 December 2005	151	0	27	124	18	N/A	4.45/48.55	82	82	82	N/A	3 220	N/A							
7 September-24 December 2004	141	0	28	113	13	N/A	10.25/33.50	80	80	80	N/A	2 655	N/A							
2 September-19 December 2003	151	0	73	78	30	N/A	7.05/69.45	52	52	55	N/A	4 610	N/A							

	A	B	C	D	E	*	F	MR	PAF	UF	**	Minutes	iCI 6wks	iCI 4wks	AI Issued by end of week 6	5	4	3	2	1
UNICEF, Executive Board, first regular session																				
17-19 January 2005	6	0	0	6	0	N/A	1.40/1.35	100	100	82	N/A	195	0	50	0	50	0	0	25	25
19-22 January 2004	8	0	1	7	0	N/A	0.55/3.50	88	88	68	N/A	285	25	75	50	0	25	0	0	0
13-17 January 2003	10	0	4	6	2	N/A	1.00/1.15	60	60	73	N/A	135	32	52	12	8	12	28	0	4
Committee on Non-Governmental Organizations																				
5-18 January and 9-20 May 2005	36	7	6	37	3	N/A	13.30/1.45	103	64	81	N/A	915	7	30	19	4	13	14	42	0
10-28 May 2004	30	0	0	30	0	N/A	13.15/2.25	100	100	83	N/A	940	5	20	5	10	10	0	5	65
5-23 May and 15-19 December 2003	40	0	2	38	1	N/A	24.10/7.20	95	95	71	N/A	1 890	0	0	0	0	0	5	11	16
Commission for Social Development																				
forty-third session, 9-18 February 2005	19	0	2	17	2	0	4.05/7.00	89	89	81	70	665	14	71	0	57	0	0	14	14
forty-second session, 4-13 February 2004	16	3	0	19	0	0	6.40/9.35	119	81	71	71	975	43	100	0	57	0	0	0	0
forty-first session, 10-21 February 2003	15	1	4	12	0	0	3.30/7.20	80	67	52	52	650	9	9	0	0	9	27	50	5
General Assembly																				
sixtieth session, plenary 2005	129	5	77	57	64		11.40/30.35	44	36	80	32	2 535	50	71	8	13	11	6	4	6
fifty-ninth session, plenary 2004	119	0	39	80	24	0	15.15/25.55	67	67	76	56	2 470	35	51	8	8	4	4	6	35
fifty-eighth session, plenary 2003	139	5	57	87	23	4	12.55/20.40	63	55	69	55	2 015								
General Assembly, First Committee																				
sixtieth session, plenary 2005	27	1	4	24	3	0	1.45/11.55	89	81	80	69	820	58	64	3	3	6	3	3	25

	A	B	C	D	E	*	F	MR	PAF	UF	**	Minutes	iCT 6wks	iCT 4wks	AI Issued by end of week 6	5	4	3	2	1
fifty-ninth session, plenary 2004	27	1	3	25	0	0	6.00/8.50	89	89	71	71	890	41	47	2	4	8	0	6	39
fifty-eighth session, plenary 2003	28	0	3	25	3	0	4.42/14.25	89	89	78	67	1 120	N/A							
UNICEF, Executive Board, annual session																				
6-10 June 2005	10	0	0	10	0	N/A	2.20/4.00	100	100	79	N/A	380	0	93	0	93	4	4	0	0
7-11 June 2004	10	0	1	9	0	N/A	0.15/0.50	90	90	86	N/A	65	25	68	36	21	11	4	3	0
2-6 June 2003	8	0	0	8	0	N/A	1.15/1.30	100	100	89	N/A	165	8	33	4	21	38	13	8	4
UNDP/UNFPA, Executive Board, second regular session																				
6-9 September 2005	8	0	0	8	0	N/A	2.00/3.35	100	100	77	N/A	335	0	24	0	24	24	16	16	20
20-24 September 2004	10	0	0	10	0	N/A	2.10/2.15	100	100	85	N/A	265	4	25	21	0	4	4	29	38
8-12 September 2003	10	0	0	10	0	N/A	3.55/9.40	100	100	55	N/A	815	13	40	20	7	7	20	13	20
General Assembly, Special Political and Decolonization Committee (Fourth Committee)																				
sixtieth session, 2005	27	1	3	25	3	N/A	5.10/14.10	93	85	77	N/A	1 160	65	71	6	0	6	6	6	12
fifty-ninth session, 2004	27	0	3	24	1	N/A	6.00/6.05	89	89	78	N/A	725	47	58	0	11	11	10	5	16
fifty-eighth session, 2003	27	4	4	27	4	N/A	6.10/12.45	100	70	80	N/A	1 135	N/A							
General Assembly, Second Committee																				
sixtieth session, 2005	51	5	10	46	5	0	8.00/15.45	90	71	77	68	1 425	57	86	11	18	11	0	0	4
fifty-ninth session, 2004	55	2	16	41	8	1	9.05/13.20	75	67	73	61	1 345	20	47	10	17	3	17	13	20
fifty-eighth session, 2003	72	7	25	54	7	2	15.40/18.55	75	56	63	56	2 075	N/A							
General Assembly, Third Committee																				
sixtieth session, 2005	65	0	15	50	10	1	9.45/20.15	77	77	77	63	1 800	24	47	11	12	11	14	18	10
fifty-ninth session, 2004	66	0	12	54	5	0	16.30/22.35	82	82	70	62	2 345	27	55	13	15	12	12	3	18
fifty-eighth session, 2003	74	0	12	62	4	0	16.55/30.50	84	84	68	62	2 865	N/A							

	A	B	C	D	E	*	F	MR	PAF	UF	**	Minutes	ICT 5wks	ICI 4wks	A/ Issued by end of week 6	5	4	3	2	1
Commission on Population and Development																				
thirty-eighth session, 4-8 April 2005	10	0	2	8	2	0	5.00/2.10	80	80	76	56	430	45	99	45	9	0	0	0	0
thirty-seventh session, 22-26 March 2004	10	0	2	8	0	0	1.40/0.00	80	80	74	74	100	86	100	0	14	0	0	0	0
thirty-sixth session, 31 March-4 April 2003	10	0	3	7	1	1	1.15/3.20	70	70	65	65	275	38	101	38	25	0	0	0	0
Committee on Contributions																				
sixty-fifth session, 6-24 June 2005	22	0	5	17	3	N/A	4.40/7.15	77	77	73	N/A	715	0	0	0	0	17	0	17	67
sixty-fourth session, 7-25 June 2004	21	0	3	18	1	N/A	3.05/3.25	86	86	80	N/A	390	55	77	0	22	11	11	0	0
sixty-third session, 2-27 June 2003	30	0	4	26	3	N/A	6.00/9.15	87	87	80	N/A	915	0	0	0	0	0	0	100	0
Economic and Social Council, substantive session																				
29 June-27 July 2005 (New York)	43	0	6	37	2	0	8.10/14.40	86	86	73	68	1 370	35	50	3	12	8	11	14	17
28 June-23 July 2004 (New York)	42	1	1	42	1	1	11.25/16.45	88	95	78	78	1 690	23	37	4	10	3	7	6	30
30 June-25 July 2003 (Geneva)	48	6	1	53	0	N/A	8.25/18.35	110	85	81	N/A	1 620	0	0	0	0	100	0	0	0
UNDP/UNFPA, Executive Board, first regular session																				
24-28 January 2005	8	0	0	8	0	N/A	3.40/2.50	100	100	73	N/A	390	0	45	0	45	4	4	14	32
27-30 January 2004	8	0	2	6	0	N/A	1.35/0.35	75	75	66	N/A	130	15	35	20	0	10	15	5	35
20-24 January 2003	10	0	2	8	1	N/A	3.00/3.50	80	80	67	N/A	410	7	10	0	3	14	7	21	34

	A	B	C	D	E	*	F	MR	PAF	UF	**	Minutes	(C) 6wks	(C) 4wks	AI Issued by end of week 6	5	4	3	2	1
UNICEF, Executive Board, second regular session																				
28-30 September 2005	6	0	1	5	0	N/A	0.30/1.20	83	83	73	N/A	110	0	79	0	79	11	11	4	4
13-17 September 2004	10	0	2	8	0	N/A	2.35/1.50	80	80	65	N/A	265	8	54	21	25	25	13	0	8
15-19 September 2003	10	0	1	9	0	N/A	1.50/3.10	90	90	73	N/A	300	0	44	0	44	22	0	11	22
Special Committee on Peacekeeping Operations and its Working Group																				
31 January-25 February 2005	33	0	3	30	2	0	13.55/15.40	91	91	67	61	1 775	N/A							
29 March-23 April 2004	38	0	15	23	6	0	4.20/8.00	61	61	65	50	740	N/A							
27 February-28 March 2003	44	0	19	25	5	2	4.50/11.05	57	57	56	49	955	N/A							
Commission on Sustainable Development																				
thirteenth session, 11-22 April 2005	38	5	14	29	7	N/A	16.50/4.45	76	50	67	N/A	1 295	0	14	0	14	43		43	0
twelfth session, 19-30 April 2004	29	0	1	28	0	N/A	5.15/0.55	97	97	89	N/A	370	25	75	33	17	17	0	0	8
eleventh session, 28 April-9 May 2003	28	7	6	29	1	N/A	9.45/20.00	104	54	57	N/A	1 785	0	40	40	0	0	0	20	40
Special Committee on the Charter of the United Nations and on the Strengthening of the Role of the Organization																				
14-21 March 2005	11	0	5	6	3	N/A	1.20/3.30	55	55	67	N/A	290	0	0	0	0	0	0	100	0
29 March-8 April 2004	17	1	9	9	3	N/A	2.25/4.50	53	41	53	N/A	435	0	0	0	0	0	0	100	0
7-17 April 2003	16	2	8	10	6	N/A	2.35/4.05	63	38	77	N/A	400	0	0	0	0	0	0	0	100
Committee on Information																				
twenty-seventh session, 18-29 April 2005	9	0	2	7	1	N/A	4.00/3.45	78	78	60	N/A	465	66	100	17	17	0	0	0	0
twenty-sixth session, 26 April-7 May 2004	19	0	8	11	3	N/A	5.25/5.40	58	58	54	N/A	665	40	100	40	20	0	0	0	0
twenty-fifth session, 28 April-9 May 2003	20	0	10	10	5	N/A	2.55/6.30	50	50	59	N/A	565	20	60	20	20	40	0	0	0

	A	B	C	D	E	*	F	MR	PAF	UF	**	Minutes	iCI 5wks	iCI 4wks	All issued by end of week 6	5	4	3	2	1
Economic and Social Council, organizational session																				
1-4 February 2005	4	2	3	3	0	0	0.35/1.30	75	-25	38	38	125	0	25	0	25	0	75	0	25
3-6 February 2004	1	1	0	2	0	0	0.15/0.30	200	0	88	88	45	0	0	0	0	40	0	0	60
28-31 January 2003	8	0	5	3	3	3	0.30/3.20	38	38	59	59	230	0	0	0	0	0	10	30	30
Economic and Social Council, resumed organizational session																				
27-28 April 2005	4	0	2	2	0	0	0.55/3.45	50	50	11	11	280	86	100	14	0	0	0	0	0
4-5 May 2004	4	0	2	2	0	0	0.20/3.10	50	50	21	21	210	0	0	0	0	40	0	0	60
29 April and 1 May 2003	5	0	2	3	0	0	0.25/0.30	60	60	54	54	50	41	47	0	6	0	18	12	24

* Related reassignments.
** UF, counting related reassignments only.

B. Geneva

	A	B	C	D	E	F	MR	P&F	UF	Minutes	CI 6wks	CI 4wks	AI Issued by end of week 6	5	4	3	2	1
Committee against Torture																		
thirty-fourth session, 2-20 May 2005	26	0	0	26	0	3.15/0.50	100	100	95	245	42	47	5	0	0	16	32	0
thirty-second session, 3-21 May 2004	28	0	0	28	0	4.05/2.05	100	100	93	370	39	43	0	4	17	9	17	4
thirtieth session, 28 April-16 May 2003	30	0	3	27	0	3.45/11.50	90	90	73	935	56	60	0	4	22	11	4	0
International Law Commission																		
fifty-seventh session (first part), 2 May-3 June 2005	35	0	0	35	0	1.05/5.20	100	100	94	385	0	0	0	0	0	0	0	0
fifty-seventh session (second part), 11 July-5 August 2005	31	0	0	31	0	2.25/2.00	100	100	95	265	0	0	0	0	0	0	0	0
fifty-sixth session (first part), 3 May-4 June 2004	37	0	0	37	0	1.15/3.35	100	100	96	290	0	0	0	0	0	0	0	0
fifty-sixth session (second part), 5 July-6 August 2004	35	0	1	34	0	0.25/2.10	97	97	95	155	0	0	0	0	0	0	50	50
fifty-fifth session (first part), 5 May-6 June 2003	36	0	0	36	0	0.50/3.15	100	100	96	245	0	0	0	0	100	0	0	0
fifty-fifth session (second part), 7 July-8 August 2003	39	0	0	39	0	0.50/0.15	100	100	99	65	0	0	0	0	0	0	0	0
Committee on the Rights of the Child																		
thirty-ninth session, 17 May-3 June 2005	28	0	1	27	0	1.45/1.20	100	100	93	185	50	50	0	0	8	17	8	0
thirty-sixth session, 17 May-4 June 2004	26	0	0	26	0	1.30/0.55	100	100	97	145	53	65	6	6	0	12	12	6
thirty-third session, 19 May-6 June 2003	28	0	1	27	0	0.35/2.45	96	96	92	200	61	72	0	11	0	6	11	0

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	A	B	C	D	E	F	MR	PAF	UF	Minutes	CI 6wks	CI 4wks	AI issued by end of week 6	5	4	3	2	1
Committee on the Elimination of Racial Discrimination																		
sixty-seventh session, 2-19 August 2005	28	0	0	28	0	6.40/0.25	100	100	92	425	35	38	0	3	3	0	0	51
sixty-fifth session, 2-20 August 2004	30	0	0	30	0	4.25/0.10	100	100	95	275	28	31	0	3	0	19	44	0
sixty-third session, 4-22 August 2003	30	0	0	30	0	4.15/3.30	100	100	91	465	15	19	2	2	36	9	30	4
Committee on Economic, Social and Cultural Rights																		
thirty-fifth session, 7-25 November 2005	30	0	1	29	0	4.00/0.20	97	97	92	260	42	42	0	0	17	8	17	0
thirty-third session, 8-26 November 2004	28	0	1	27	0	4.35/4.05	96	96	86	520	86	100	0	14	0	0	0	0
thirty-first session, 10-28 November 2003	28	0	1	27	0	2.15/1.20	96	96	92	215	54	69	0	15	15	15	0	0
Commission on Human Rights																		
sixty-first session, 14 March-22 April 2005	65	0	1	64	0	2.20/9.45	98	98	92	725	33	49	8	8	9	11	12	8
sixtieth session, 15 March-23 April 2004	56	11	2	65	0	3.55/5.35	116	77	92	570	38	48	4	6	8	6	17	13
fifty-ninth session, 17 March-25 April 2003	62	2	0	64	0	5.50/2.05	103	97	96	475	42	58	7	9	7	7	4	7
Human Rights Committee																		
eighty-fourth session, 11-29 July 2005	29	0	0	29	0	5.55/1.15	100	100	92	430	25	45	6	14	11	31	3	6
eighty-first session, 5-30 July 2004	40	0	1	39	0	3.20/3.35	98	98	92	415	17	23	0	6	11	9	6	23
seventy-eighth session, 14 July-8 August 2003	38	0	2	36	0	3.05/2.35	95	95	90	340	27	37	5	5	41	0	5	14

	A	B	C	D	E	F	MR	PAF	UF	Minutes	CI 6wks	CI 4wks	AI Issued by end of week 6	5	4	3	2	1
Committee on the Elimination of Racial Discrimination																		
sixty-sixth session, 21 February-11 March 2005	30	0	0	30	0	6.15/2.00	100	100	91	495	68	68	0	0	5	5	11	5
sixty-fourth session, 23 February-12 March 2004	30	0	0	30	0	5.00/1.55	100	100	92	415	79	86	0	7	0	0	14	0
sixty-second session, 3-21 March 2003	30	0	0	30	0	5.05/1.35	100	100	93	400	63	71	0	8	0	0	8	17
Committee on the Rights of the Child																		
thirty-eighth session, 10-28 January 2005	30	0	2	28	0	1.55/1.35	93	93	89	210	63	89	13	13	6	0	0	0
thirty-fifth session, 12-30 January 2004	30	0	1	29	0	2.30/4.05	97	97	89	395	85	93	0	8	0	0	0	8
thirty-second session, 13-31 January 2003	30	0	3	27	0	1.20/3.25	90	90	85	285	71	71	0	0	0	6	0	12
Committee against Torture																		
thirty-fifth session, 15-26 November 2005	30	0	0	30	0	6.30/4.05	100	100	88	635	43	46	3	0	7	10	13	13
thirty-third session, 15-26 November 2004	20	0	1	19	0	1.55/0.35	95	95	91	150	42	42	0	0	0	8	0	33
thirty-first session, 10-21 November 2003	20	0	2	18	0	2.15/2.00	90	90	83	255	80	80	0	0	0	10	0	10
Human Rights Committee																		
eighty-fifth session, 17 October-3 November 2005	28	0	1	27	0	3.45/3.05	96	96	88	410	33	46	0	13	7	20	20	0
eighty-second session, 18 October-5 November 2004	30	0	1	29	0	2.35/2.40	97	97	91	315	38	53	10	5	5	10	0	14
seventy-ninth session, 20 October-7 November 2003	30	0	1	29	0	2.30/4.30	97	97	89	420	35	45	5	5	0	5	25	20
Subcommission on the Promotion and Protection of Human Rights — Working Group on Indigenous Populations																		
twenty-third session, 18-22 July 2005	10	0	0	10	0	2.40/1.05	100	100	88	225	25	50	0	25	0	25	25	0

	A	B	C	D	E	F	MR	PAF	UF	Minutes	CI 6wks	CI 4wks	SI Issued by end of week 6	5	4	3	2	1
twenty-second session, 19-23 July 2004	10	0	0	10	0	3.15/0.40	100	100	87	235	40	40	0	0	30	10	0	20
twenty-first session, 21-25 July 2003	10	0	0	10	0	2.35/1.30	100	100	86	245	20	60	0	40	33	0	7	0
Committee on the Rights of the Child																		
fortieth session, 12-30 September 2005	31	0	2	29	0	1.55/3.00	94	94	88	295	64	71	0	7	0	0	7	14
thirty-seventh session, 13 September-1 October 2004	30	0	2	28	0	2.10/4.25	93	93	86	395	44	63	13	6	0	19	19	0
thirty-fourth session, 15 September-3 October 2003	30	0	2	28	0	2.00/2.00	93	93	89	240	56	69	0	13	0	6	6	19
Subcommission on the Promotion and Protection of Human Rights																		
fifty-seventh session, 25 July-12 August 2005	28	1	2	27	0	3.55/3.30	96	89	85	445	24	34	0	10	6	12	18	16
fifty-sixth session, 26 July-13 August 2004	30	0	1	29	0	4.25/4.35	97	97	87	540	24	40	8	8	12	10	12	12
fifty-fifth session, 28 July-15 August 2003	30	3	2	29	0	3.40/2.25	104	82	88	365	33	47	2	12	2	13	4	15
Economic and Social Council — Subcommittee of Experts on the Transport of Dangerous Goods																		
4-8 July 2005	10	0	1	9	0	0.00/1.30	90	90	85	90	36	88	36	16	8	4	0	0
28 November-7 December 2005	15	0	2	13	0	0.20/2.25	87	87	81	165	44	56	9	3	15	21	9	0
5-14 July 2004	15	0	0	15	0	0.15/0.25	100	100	99	40	57	83	14	12	12	6	0	0
29 November-7 December 2004	13	0	0	13	0	0.30/1.00	100	100	96	90	53	98	29	16	0	0	0	0
30 June-4 July 2003	10	0	1	9	0	0.15/0.30	100	100	88	45	37	74	22	15	15	0	0	0
3-10 December 2003	11	0	0	11	0	0.00/3.40	100	100	89	220	9	95	43	43	4	0	0	0
Committee on Economic, Social and Cultural Rights																		
thirty-fourth session, 25 April-13 May 2005	28	0	1	27	0	6.55/3.45	96	96	84	640	86	86	0	0	0	0	0	0
thirty-second session, 26 April-14 May 2004	30	0	1	29	0	4.50/2.55	97	97	88	465	100	100	0	0	0	0	0	0
thirtieth session, 5-23 May 2003	30	0	1	29	0	4.25/9.00	97	97	82	805	77	93	8	8	0	0	8	0

	A	B	C	D	E	F	MR	PAF	UF	Minutes	CI 6wks	CI 4wks	AI Issued by end of week 6	5	4	3	2	1
Executive Committee of the High Commissioner's Programme, Office of the United Nations High Commissioner for Refugees																		
fifty-sixth session, 3-7 October 2005	10	0	1	9	0	0.55/1.10	90	90	83	125	47	52	5	0	0	5	11	26
fifty-fifth session, 4-8 October 2004	10	0	1	9	0	1.25/3.05	90	90	75	270	36	36	0	0	0	14	14	14
fifty-fourth session, 29 September-3 October 2003	10	0	1	9	0	2.40/1.15	90	90	77	235	0	33	0	33	17	50	0	0
United Nations Conference on Trade and Development (UNCTAD), Trade and Development Board																		
fifty-second session, 4-14 October 2005	20	0	0	20	0	8.15/2.40	100	100	82	655	40	60	10	10	0	10	20	0
fifty-first session, 4-15 October 2004	20	0	0	20	0	4.55/5.35	100	100	83	630	7	34	7	20	0	0	40	20
fiftieth session, 6-17 November 2003	20	0	0	20	0	5.05/5.10	100	100	83	615	18	42	12	12	12	0	6	18

C. Vienna

	A	B	C	D	E	F	MR	PAF	UF	Minutes	CI 6wks	CI 4wks	AI Issued by end of week 6	5	4	3	2	1
International Narcotics Control Board																		
eighty-third session, 2-13 May 2005	20	0	0	20	0	0.35/0.00	100	100	99	35	0	0	0	0	0	0	0	0
eightieth session, 17-28 May 2004	20	0	0	20	0	0.40/0.30	100	100	98	70	3	10	0	0	13	15	8	15
seventy-seventh session, 26 May-6 June 2003	20	0	0	20	0	0.10/0.25	100	100	99	35	6	10	2	2	23	15	11	19
International Narcotics Control Board																		
eighty-fourth session, 1-18 November 2005	26	0	0	26	0	0.50/0.00	100	100	99	50	0	0	0	0	0	0	0	0
eighty-first session, 27 October-11 November 2004	24	0	0	24	0	0.65/0.15	100	100	98	80	4	7	2	0	13	9	4	28
seventy-eighth session, 29 October-14 November 2003	26	0	0	26	0	0.50/0.30	100	100	98	80	6	12	0	6	0	19	15	17
UNCITRAL — Working Group on Arbitration																		
forty-third session, 3-7 October 2005	10	0	0	10	0	2.05/0.10	100	100	93	135	58	58	0	0	19	0	0	3
forty-first session, 13-17 September 2004	10	0	0	10	0	1.55/2.35	100	100	85	270	0	33	33	0	33	33	0	0
fortieth session, 23-27 February 2004 (New York)*	10	0	0	10	0	3.10/3.30	100	100	78	400	21	22	0	0	0	0	0	78
thirty-ninth session, 10-14 November 2003	10	0	0	10	0	2.10/1.30	100	100	88	220	50	50	0	0	0	0	0	50
Commission on Crime Prevention and Criminal Justice																		
fourteenth session, 23-27 May 2005	19	0	0	19	0	2.30/2.15	100	100	92	285	5	30	14	11	24	4	20	14
thirteenth session, 11-20 May 2004	16	0	0	16	0	5.20/0.05	100	100	89	325	1	25	13	11	6	6	23	12
twelfth session, 13-22 May 2003	16	0	0	16	0	4.00/2.50	100	100	86	410	14	42	9	19	23	16	12	5

	A	B	C	D	E	F	MP	PAT	LE	Minutes	C2 Weeks	C3 Weeks	AI Issued by end of week A	1	4	1	2	1
United Nations Scientific Committee on the Effects of Atomic Radiation (UNSCEAR)																		
fifty-third session, 26-30 September 2005	10	0	0	10	0	0.15/2.30	100	100	91	165	60	80	0	20	0	20	0	0
fifty-second session, 26-30 April 2004	10	0	0	10	0	0.15/2.45	100	100	94	106	31	62	8	23	0	8	8	23
fifty-first session, 27-31 January 2003	10	0	0	10	0	0.40/2.30	100	100	88	210	100	100	0	0	0	0	0	0
Committee on the Peaceful Uses of Outer Space																		
forty-eighth session, 8-17 June 2005	16	2	0	18	0	3.30/4.05	113	88	86	455	0	0	0	0	0	25	0	25
forty-seventh session, 2-11 June 2004	16	0	0	16	0	2.20/3.40	100	100	94	190	7	7	0	0	0	0	21	21
forty-sixth session, 11-20 June 2003	16	0	1	15	0	4.20/5.00	94	94	74	560	16	32	0	16	16	0	16	0
United Nations Commission on International Trade Law (UNCITRAL)																		
thirty-eighth session, 4-15 July 2005 (Vienna)	20	0	1	18	0	3.45/1.40	90	95	86	125								
thirty-seventh session, 14-25 June 2004 (New York)[a]	18	0	0	18	0	5.20/3.25	100	100	83	525	26	60	23	11	11	8	8	4
thirty-sixth session, 30 June-11 July 2003 (Vienna)	18	0	0	18	0	2.40/3.50	100	100	88	190	48	74	7	19	11	4	7	0
Committee on the Peaceful Uses of Outer Space — Scientific and Technical Subcommittee																		
forty-second session, 21 February-4 March 2005	20	0	0	20	0	3.50/5.10	100	100	85	540	5	10	0	5	28	10	10	10
forty-first session, 16-27 February 2004	20	0	1	19	0	3.15/5.05	95	95	81	500	22	38	16	0	16	6	9	9
fortieth session, 17-28 February 2003	20	0	1	19	0	2.30/9.40	95	95	75	730	9	50	18	23	9	9	4	9

	A	B	C	D	E	F	MR	PAF	UF	Minutes	CI 5wks	CI 4wks	AI Issued by end of week 5	4	3	2	1
Commission on Narcotic Drugs, and committee of the whole																	
forty-eighth session, 7-11 March 2005	18	0	0	18	0	9.15/2.10	100	100	79	685	13	38	9	16	26	18	6	6
forty-seventh session, 15-19 March 2004	18	0	0	18	0	5.10/4.10	100	100	83	562	26	59	22	11	11	8	8	4
forty-sixth session, 8-15 April 2003	20	0	0	20	0	6.05/2.20	100	100	85	505	34	73	18	21	9	9	5	0
Committee on the Peaceful Uses of Outer Space, Legal Subcommittee																	
forty-fourth session, 4-15 April 2005	20	0	0	20	0	7.05/12.10	100	100	68	1 155	8	41	8	25	16	8	0	8
forty-third session, 29 March-8 April 2004	18	0	0	18	0	4.40/4.35	100	100	83	550	8	17	8	0	8	8	8	17
forty-second session, 24 March-4 April 2003	20	0	0	20	0	6.30/7.10	100	100	77	820	22	55	22	11	0	0	11	11

* UF credited to New York.

D. Nairobi

	A	B	C	D	E	F	MR	PAF	UF	Minutes	CI 6wks	CI 4wks	AI Issued by end of week 6	5	4	3	2	1
Committee of Permanent Representatives of the United Nations Environment Programme (UNEP)																		
2005	4	0	0	4	0	0	100	100	100	0	N/A							
2004	4	0	0	4	0	0	100	100	100	0	N/A							
2003	4	0	0	4	0	0	100	100	100	0	N/A							
Committee of Permanent Representatives of the United Nations Human Settlements Programme (UN-Habitat)																		
2005	3	0	0	3	0	0	100	100	100	0	N/A							
2004	4	0	0	4	0	0	100	100	100	0	N/A							
2003	5	0	1	4	0	0	80	80	80	0	N/A							
United Nations Environment Programme (UNEP), Governing Council																		
special session (meeting in 2005)	20	0	1	19	0	1.25	95	95	93	65	76	93	17	0	0	0	7	0
special session (meeting in 2004)	12	0	0	12	0	1.25	100	100	96	85	45	72	25	2	5	15	3	0
special session, 12-15 February 2002	14	0	0	14	0	0	100	100	100	0	38	99	61	0	0	6	18	0
special session, 29-31 May 2000	4	0	0	4	0	0	100	100	100	0	60	120	60	0	0	0	0	0

Annex II

Statistics on the provision of conference services for meetings of regional and other major groupings of Member States at New York, Geneva, Vienna and Nairobi

January-December 2005

Grouping	*Meetings with interpretation services*			*Meetings without interpretation services*	
	Requested	*Provided*	*Not provided*	*Requested*	*Provided*
New York					
African Group	1	1	—	6	6
African Union	25	14	11	102	102
Alliance of Small Island States	5	4	1	—	—
Arab Group	—	—	—	4	4
Asian Group	14	11	3	3	3
Association of Southeast Asian Nations	1	1	0	15	15
Central American Group	—	—	—	5	5
Eastern European Group	—	—	—	24	24
Economic Community of Central African States	—	—	—	2	2
European Union	—	—	—	12	12
Group of 15	1	1	—	—	—
Group of 77	39	32	6	502	502
Group of 77 on Fifth Committee Matters	37	33	4	35	35
Group of Landlocked and Developing Countries	8	5	3	—	—
Group of the Least Developed Countries	2	1	1	1	1
Gulf Cooperation Council	7	7	—	—	—
JUSCANZ (Japan, United States, Canada and New Zealand)	—	—	—	36	36
Latin American and Caribbean States	14	12	2	3	3
League of Arab States	11	9	2	37	37
Non-Aligned Movement	45	34	11	86	86
Organization of the Islamic Conference	20	16	4	25	25
Rio Group	—	—	—	1	1
Southern African Development Community	—	—	—	12	12
Western European and Other States Group	12	11	1	2	2
Subtotal	**242**	**192**	**49**	**913**	**913**
Geneva					
African Group	4	4	—	94	89
African Union	—	—	—	3	3

Grouping	Meetings with interpretation services			Meetings without interpretation services	
	Requested	Provided	Not provided	Requested	Provided
Alliance of Small Island States (AOSIS)	—	—	—	11	11
Arab Group	—	—	—	1	0
Asian Group	2	2	—	88	76
Caribbean Community and Common Market (CARICOM)	—	—	—	9	5
Eastern European Group	2	2	—	52	51
European Union	1	1	—	81	72
Group of 15	2	1	1	6	5
Group of 21	25	24	—	2	2
Group of 77 and China	5	5	—	87	77
Group of Latin American and Caribbean States	14	13	1	142	128
GRUCA	—	—	—	10	8
JUSCANZ (Japan, United States, Canada and New Zealand)	—	—	—	9	9
League of Arab States	—	—	—	36	34
Least Developed Countries	1	0	—	6	5
Non-Aligned Movement	—	—	—	19	18
Organization of the Islamic Conference	9	6	2	49	47
Western European and Other States Group	1	1	—	87	81
Subtotal	**66**	**59**	**4**	**792**	**721**
Vienna					
African Group	—	6	—	84	84
Arab Group	—	1	—	13	13
Asian Group	—	—	—	40	40
European Union	—	2	—	114	114
Group of 77	—	—	—	52	52
Group of 8	—	—	—	3	3
Group of Latin American and Caribbean States	—	6	—	82	82
Réunion des pays ayant le français en partage	—	—	—	1	1
Eastern European Group/Group D	—	—	—	7	7
Western European and Other States Group	—	—	—	5	5
Other regional groups	—	—	—	16	16
Subtotal	**0**	**15**	**0**	**417**	**417**

Grouping	*Meetings with interpretation services*			*Meetings without interpretation services*	
	Requested	*Provided*	*Not provided*	*Requested*	*Provided*
Nairobi					
African Group	14	14	0	12	12
Arab Group	0	0	0	24	24
Asia and the Pacific Group	0	0	0	25	25
Central and Eastern European Group	0	0	0	19	19
European Union	0	0	0	48	48
Group of 77 and China	0	0	0	31	31
JUSCANZ (Japan, United States, Canada and New Zealand)	0	0	0	21	21
Group of Latin American and Caribbean States	3	3	0	34	34
Western European and Other States Group	0	0	0	14	14
Subcommittee meetings	0	0	0	55	55
Subtotal	**17**	**17**	**0**	**283**	**283**
Grand total January-December 2005	**325**	**283**	**53**	**2 405**	**2 334**
Grand total January-December 2004	**280**	**242**	**38**	**1 545**	**1 545**

Annex III

A. Requests for meetings during the sixty-first session of the General Assembly

1. Committee on the Exercise of the Inalienable Rights of the Palestinian People

Letter dated 5 June 2006 from the Chairman of the Committee

As you are aware, the General Assembly, by its resolution 60/36 of 1 December 2005, has again requested the Committee on the Exercise of the Inalienable Rights of the Palestinian People "to continue to keep under review the situation relating to the question of Palestine and to report and make suggestions to the General Assembly, the Security Council or the Secretary-General as appropriate". By the same resolution, the Assembly requested the Secretary-General "to continue to provide the Committee with all the necessary facilities for the performance of its tasks".

As the Committee has no control over the timing of the events that it is called upon to discuss, it needs to meet throughout the year, as circumstances require. Based on past experience, the Committee would request facilities for approximately three meetings per General Assembly session. These are in addition to the solemn meeting in observance of the International Day of Solidarity with the Palestinian People, which is included in each year's calendar.

With regard to the documentation submitted to the General Assembly, please be advised that the Committee submits its annual report (supplement No. 35) under the agenda item entitled "Question of Palestine". The Committee usually adopts its report in early October of each year, at which point it is submitted for processing.

In light of the above, I should like to request that authorization again be granted to the Committee on the Exercise of the Inalienable Rights of the Palestinian People to hold meetings during the forthcoming sixty-first session of the General Assembly, as necessary, for carrying out the important mandate entrusted to the Committee by the Assembly.

2. Committee on Relations with the Host Country

Letter dated 18 May 2006 from the Secretary of the Committee

As in previous years, I hereby submit a request that the Committee on Relations with the Host Country be permitted to meet at Headquarters during the sixty-first session of the General Assembly.

This request is based on the Committee's mandate, set out in General Assembly resolution 2819 (XXVI) of 15 December 1971, authorizing the Committee to meet periodically during the year or whenever the need arises. The Committee, since its establishment in 1971, has always met during the regular sessions of the Assembly in order to consider, among other things, problems experienced by delegations of Member States, to finalize its annual report and to present it to the General Assembly.

Pursuant to its resolution 60/24 of 23 November 2005, the Assembly requested the Committee to continue its work in conformity with resolution 2819 (XXVI) and

to submit a report on its work to the Assembly at its sixty-first session. Having due regard to the nature of the Committee, its work and previous experiences, it would suffice to make the necessary conference facilities available for two or three meetings only.

3. Working Group on the Financing of the United Nations Relief and Works Agency for Palestine Refugees in the Near East

Memorandum dated 30 June 2006 from the Secretary of the Working Group

In its resolution 60/102, paragraph 3, adopted at its sixtieth session, regarding the Working Group on the Financing of the United Nations Relief and Works Agency for Palestine Refugees in the Near East (UNRWA), the General Assembly requested the Secretary-General to provide the necessary services and assistance to the Working Group for the conduct of its work to ensure the financial security of the Agency.

In order to fulfil its mandate, the Working Group needs the latest data with regard to the UNRWA budget, i.e., up-to-date information on the current budget and precise indications as to the needed revenue and the anticipated contributions for the next fiscal year. Owing to its budgetary procedure, UNRWA is not in a position to supply the Working Group with this timely information any earlier than late September 2006 and the Working Group cannot prepare its report to the sixty-first session without this important material.

In view of the above, it would be very much appreciated if you could draw to the attention of the Committee on Conferences the request of the Working Group that it be authorized to meet during the first weeks of the sixty-first session of the General Assembly.

4. United Nations Disarmament Commission

Memorandum dated 30 June 2006 from the Secretariat of the Commission

We would be most grateful if you would, in accordance with the exception to paragraph 7 of General Assembly resolution 40/243, seek the approval of the Committee on Conferences for the United Nations Disarmament Commission to meet for an organizational session on Wednesday, 27 October 2006.

The organizational session of the Commission, during the General Assembly, is justified by reasons of political practicality and reasons of membership. Both the First Committee and the Disarmament Commission are concerned with the same disarmament agenda and participating Member States are represented by the same delegations, almost half of which come from the Geneva-based Conference on Disarmament.

The presence of disarmament ambassadors during the work of the First Committee presents a unique opportunity to discuss and solve not only organizational issues, but also substantive ones which require an intricate knowledge of international disarmament machinery as well as of substance.

And, of course, the holding of an organizational session — one morning meeting — requires limited conference-servicing resources.

5. Special Committee to Investigate Israeli Practices Affecting the Human Rights of the Palestinian People and Other Arabs of the Occupied Territories

Letter dated 30 June 2006 from the Secretary of the Committee

This is a request for an exception to paragraph 7 of General Assembly resolution 40/243, to hold a working session for one afternoon in November 2006, during the week when the Special Political and Decolonization (Fourth) Committee considers the issue of Palestine and when the Chairman of the Special Committee is to present its report.

The reason for holding such a meeting in New York is that it will allow Committee members to review its work and to have an exchange of views on steps to be taken during the months preceding its Geneva consultations during one of the forthcoming sessions of the new Human Rights Council and its next field trip to the Middle East.

6. Executive Board of the United Nations Development Programme and the United Nations Population Fund

Letter dated 6 July 2006 from the Secretary of the Board

We would be most grateful if you would, in accordance with the exception to paragraph 7 of General Assembly resolution 40/243, seek the approval of the Committee on Conferences for the Executive Board of the United Nations Development Programme (UNDP) and the United Nations Population Fund (UNFPA) to meet from 11 to 15 September 2006.

As is the usual practice, UNDP/UNFPA holds three Executive Board sessions per year as follows: (a) first regular session (January); (b) annual session (June); and (c) second regular session (September). We also have to bear in mind the scheduling of the sessions of the Executive Board of the United Nations Children's Fund.

In view of the dates of the annual session and to ensure sufficient time for the preparation, translation and distribution of documents, our second regular session has been scheduled for September — and no later in the year — owing to the General Assembly. While deciding on the timing, we have also taken into consideration other meetings scheduled this year in September.

B. Statistical information

The table below refers to bodies that met with interpretation during the main part of the sixtieth session of the General Assembly.

Body	*Number of meetings held*	*Minutes lost*		
		Late starting	*Early ending*	*Total minutes lost*
1. Committee on the Exercise of the Inalienable Rights of the Palestinian People	8	70	85	155
2. Committee on Relations with the Host Country	0			
3. Working Group on the Financing of the United Nations Relief and Works Agency for Palestine Refugees in the Near East	1	15	40	55
4. United Nations Disarmament Commission	1	25	120	145
5. Special Committee to Investigate Israeli Practices Affecting the Human Rights of the Palestinian People and Other Arabs of the Occupied Territories	1	5	—	5
6. Executive Board of the United Nations Development Programme and the United Nations Population Fund	0			
United Nations Children's Fund	8	85	335	420

Annex IV

Document management statistics for pre-session documents

A. Submission compliance for documents slotted as at 30 June

	2004			2005			2006			
Author	*Total documents*	*Documents received late*	*Compliance for documents (percentage)*	*Total documents*	*Documents received late*	*Compliance for documents (percentage)*	*Total documents*	*Documents received late*	*Documents due but not received as at 30 June (considered late)*	*Compliance for documents (percentage)*
Board of Auditors	1	—	100	1	1	0	14	2	8	29
Chief Executives Board for Coordination	1	1	0	2	1	50	3	2	—	33
Department for Disarmament Affairs	1	—	100	1	—	100	—	—	—	—
Department of Economic and Social Affairs	214	77	64	192	66	66	236	81	10	61
Department for General Assembly and Conference Management	29	13	55	40	15	63	49	—	—	100
Department of Management	92	35	62	92	52	43	96	42	2	54
Department of Political Affairs	19	6	68	24	11	54	24	3	—	88
Department of Public Information	7	1	86	8	2	75	9	1	—	89
Department of Peacekeeping Operations	4	3	25	7	2	71	9	7	—	22
Executive Office of the Secretary-General	—	—	—	1	—	100	—	—	—	—
Economic and Social Commission for Western Asia	1	1	0	—	—	—	—	—	—	—
International Civil Service Commission	32	14	56	30	14	53	29	10	—	66
International Research and Training Institute for the Advancement of Women	1	—	100	1	1	0	1	1	—	0
Joint Inspection Unit	5	2	60	—	—	—	—	—	—	—
Office for the Coordination of Humanitarian Affairs	3	3	0	3	3	0	3	1	—	67
Office of the United Nations High Commissioner for Human Rights	1	1	0	—	—	—	1	1	—	0
Office of Internal Oversight Services	13	9	31	7	4	43	14	6	—	57
Office of Legal Affairs	24	12	50	29	2	93	32	6	—	81
Office of the Special Adviser on Africa	1	—	100	1	—	100	1	—	—	100

Author	2004			2005			2006			
	Total documents	*Documents received late*	*Compliance for documents (percentage)*	*Total documents*	*Documents received late*	*Compliance for documents (percentage)*	*Total documents*	*Documents received late*	*Documents due but not received as at 30 June (considered late)*	*Compliance for documents (percentage)*
Office of the Special Envoy to Tsunami-Affected Countries	—	—	—	—	—	—	1	1	—	0
Regional Commissions New York Office	7	—	100	10	3	70	8	2	—	75
Joint United Nations Programme on HIV/AIDS	—	—	—	3	2	33	2	—	—	100
United Nations Development Programme	38	23	39	57	37	35	66	16	14	55
United Nations Population Fund	14	2	86	13	5	62	25	3	1	84
United Nations Human Settlements Programme	1	1	0	1	1	0	1	1	—	0
United Nations Children's Fund	39	18	54	35	5	86	52	6	3	83
United Nations Development Fund for Women	1	1	0	—	—	—	1	1	—	0
United Nations Joint Staff Pension Fund	—	—	—	—	—	—	40	23	—	43
United Nations Office of the High Representative for the Least Developed Countries, Landlocked Developing Countries and Small Island Developing States	1	1	0	1	1	0	2	—	—	100
United Nations University	—	—	—	—	—	—	1	—	—	100
World Food Programme	2	1	50	2	—	100	2	—	—	100
Total	**552**	**225**	**59**	**561**	**228**	**59**	**722**	**216**	**38**	**65**

B. Issuance compliance for documents slotted as at 30 June

		2004	2005	2006
1	Total slotted	552	561	722
2	Total received on time	327/552 (59%)	333/561 (59%)	468/722 (65%)
3	Total received late	225	228	254 (incl. 38 not received)
4	Average delay per document received	16 days	17 days	14 days
5	Total issued as at 30 June	505	530	619
6	Issued 6 weeks or more before meeting	191/505 (38%)	209/530 (39%)	356/617[a] (58%)
7	Issued 4 weeks or more before meeting	338/505 (67%)	339/530 (64%)	494/617 (80%)
8	Issued less than 1 week before meeting	57	61	30
	Average turnaround time	21 days	35 days	15 days
	Within page limit and processed in more than 4 weeks	8	13	0
9	DGACM non-compliance (within page limit, processed in more than 4 weeks, issued less than 6/4[b] weeks)	53	55	2

[a] Two reports are not linked to meeting dates as they are for resumed sessions of the General Assembly.

[b] Issuance of documents 4 weeks before meetings applies to some intergovernmental bodies based on their pattern of meetings.

They also advocated closer cooperation between the international organizations and universities and other reputable academic institutions to promote the training of conference and language service professionals.

It was agreed that participating organizations would bring this statement of their collective commitments, concerns and recommendations to the attention of their respective senior managements for referral to governing bodies as they deemed appropriate.

United Nations A/61/129/Add.1

General Assembly

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Sixty-first session
Item 119 of the provisional agenda*
Pattern of conferences

Draft revised calendar of conferences and meetings for 2007

Report of the Secretary-General

Addendum

1. By paragraph 1 of its resolution 60/236, the General Assembly approved the draft calendar of conferences and meetings of the United Nations for the biennium 2006-2007 as submitted by the Committee on Conferences[1] and amended by subsequent decisions taken by the General Assembly at its sixtieth session. The approved calendar was issued as document A/AC.172/2006/2.

2. In accordance with established practice, the Committee on Conferences submits to the General Assembly for the second year of each biennium a draft revised calendar that takes into account developments since the adoption of the biennial calendar. In the annex to the present note, the Secretariat submits a draft revised calendar of conferences for consideration by the Committee on Conferences. The schedule reflects a number of changes already made during the course of 2006. Other changes for which decisions are yet to be taken or which have yet to be communicated to the Secretariat will have to be incorporated at a later stage.

3. It should be noted that, in the drafting of the revised 2007 calendar of conferences, the Secretariat has taken into account the arrangements referred to in resolution 60/236 concerning Orthodox Good Friday and the official holidays of Eid al-Adha and Eid al-Fitr. Orthodox Good Friday falls on 6 April in 2007, the same day as Good Friday, which is a United Nations holiday. Eid al-Adha and Eid al-Fitr will be observed on 12 October and on 20 December 2007, respectively.

4. In considering the draft revised calendar for 2007, the Committee may wish to note the following meetings/bodies in particular:

(a) *International Civil Service Commission, sixty-fourth session* (see annex, sect. A, item 45). In resolution 40/243, section I, paragraph 4 (g), the Assembly

* A/61/150.

[1] See *Official Records of the General Assembly, Sixtieth Session, Supplement No. 32* (A/60/32).

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reaffirmed that the Commission shall hold its regular annual session at United Nations Headquarters and, if more than one session is required in any one year, may accept an invitation from one of its participating organizations to hold its other session or sessions at the headquarters of that particular organization. It is anticipated that the Commission will hold its spring session at the headquarters of one of the participating organizations so as to enable the members to familiarize themselves with conditions at other duty stations and to establish contacts with members of legislative bodies of other organizations.

(b) *Permanent Forum on Indigenous Issues, sixth session* (see annex, sect. A, item 81). It has been proposed, subject to the concurrence of the Economic and Social Council, that the sixth session of the Forum be held in Bangkok, headquarters of the Economic and Social Commission for Asia and the Pacific, from 14-25 May 2007.

(c) *Committee against Torture and its pre-sessional working group* (see annex, sect. A, items 72, 73, 180 and 181). The Committee has found over the past few years that it is more effective for it to have additional meeting time in plenary than to meet and work in the working group context. Therefore, should the General Assembly approve its proposal, the Committee will meet for three weeks two times a year, in May and November, respectively, without being preceded each time, by a one-week session of the pre-sessional working group.

(d) *Human Rights Council and its subsidiary bodies*. By its resolution 60/251, the General Assembly established the Human Rights Council. In operative paragraph 6 of the resolution, the Assembly decided that the Council shall assume, review and, where necessary, improve and rationalize all mandates, mechanisms, functions and responsibilities of the Commission on Human Rights in order to maintain a system of special procedures, expert advice and a complaint procedure, and that the Council shall complete the review within one year after the holding of its first session. In accordance with the resolution, the subsidiary bodies of the Commission on Human Rights that still have a valid mandate are listed in the present draft calendar as being subsidiary bodies of the Council on Human Rights. Until the Council completes its review and the General Assembly approves its recommendations, those subsidiary bodies will continue to bear both the symbols of their mandating resolutions or decisions of the Economic and Social Council and of resolution 60/251 of the Assembly.

5. The Committee may also wish to note that no special sessions of the General Assembly have been scheduled to be held in 2007.

nnex

Draft revised calendar of conferences and meetings of the United Nations and of the principal organs of the specialized agencies, the International Atomic Energy Agency and treaty bodies established under the auspices of the United Nations for 2007

The following abbreviations are used in the present annex:

In the column headed "Organ"

The following abbreviations are used in the present annex:

ECA	Economic Commission for Africa
ECE	Economic Commission for Europe
ECLAC	Economic Commission for Latin America and the Caribbean
ESCAP	Economic and Social Commission for Asia and the Pacific
ESCWA	Economic and Social Commission for Western Asia
FAO	Food and Agriculture Organization of the United Nations
IAEA	International Atomic Energy Agency
ICAO	International Civil Aviation Organization
ICSC	International Civil Service Commission
IFAD	International Fund for Agricultural Development
ILO	International Labour Organization
IMF	International Monetary Fund
IMO	International Maritime Organization
INSTRAW	International Research and Training Institute for the Advancement of Women
ITU	International Telecommunication Union
UNCCD	United Nations Convention to Combat Desertification
UNCITRAL	United Nations Commission on International Trade Law
UNCTAD	United Nations Conference on Trade and Development
UNDP	United Nations Development Programme
UNEP	United Nations Environment Programme
UNESCO	United Nations Educational, Scientific and Cultural Organization
UNFCCC	United Nations Framework Convention on Climate Change

UNFPA	United Nations Population Fund
UNHCR	Office of the United Nations High Commissioner for Refugees
UNICEF	United Nations Children's Fund
UNIDO	United Nations Industrial Development Organization
UNITAR	United Nations Institute for Training and Research
UNRWA	United Nations Relief and Works Agency for Palestine Refugees in the Near East
UNU	United Nations University
UPU	Universal Postal Union
UNWTO	United Nations World Tourism Organization
WFP	World Food Programme
WHO	World Health Organization
WIPO	World Intellectual Property Organization
WMO	World Meteorological Organization

In the column headed "Membership"

G	Governments
E	Experts
ST	Secretariat or secretariats

In the column headed "Servicing"

I	Interpretation
T	Translation
PV	Verbatim records
SR	Summary records
A	Arabic
C	Chinese
E	English
F	French
R	Russian
S	Spanish

	Organ	Dates (2007)	Location	Membership	Servicing[a]			Periodicity
1.	Military Staff Committee [Charter]	12 January, once every fortnight thereafter	New York	5 G	I (CEFR)	T	PV	Every second Friday
2.	UNICEF, Executive Board, first regular session [General Assembly resolutions 48/162 and 57/(I)]	15-18 January	New York	36 G	I (ACEFRS)	T	—	Two or three sessions per year
3.	Committee on the Elimination of Discrimination against Women, thirty-seventh session [General Assembly resolutions 34/180 and 60/230][b]	15 January-2 February	New York	23 E	I (ACEFRS)	T	SR	Three sessions per year
4.	Economic and Social Council, election of Bureau [Charter]	17 January	New York	54 G	I (ACEFRS)	T	SR	
5.	Joint Meeting of the Executive Boards of UNDP/UNFPA, UNICEF and WFP [General Assembly resolution 52/12 B]	19 and 22 January	New York	36 G/36 G/36 G	I (ACEFRS)	T	—	
6.	Committee on Non-Governmental Organizations, regular session [Economic and Social Council resolutions 3 (II) and 1296 (XLIV) and decisions 1995/304 and 1997/297]	22 January-2 February	New York	19 G	I (ACEFRS)	T	—	One session per year
7.	UNDP and UNFPA, Executive Board, first regular session [General Assembly resolutions 2029 (XX) and 48/162]	23-26 January	New York	36 G	I (ACEFRS)	T	—	Two or three sessions per year
8.	International Narcotics Control Board, eighty-eighth session [Single Convention on Narcotic Drugs of 1961, article 11][b]	29 January-2 February	Vienna	13 E	I (ACEFRS)	T	—	Two or three sessions per year
9.	Committee on the Rights of the Child, forty-fourth session [General Assembly resolutions 44/25, 47/112 and 49/211][b]	January (3 weeks)	Geneva	18 E	I (ACEFRS)	T	SR	Three sessions per year
10.	Committee on the Rights of the Child, pre-sessional working group [General Assembly resolutions 44/25, 47/112 and 49/211][b]	January (1 week)	Geneva	18 E	I (ACEFRS)	T	—	Three sessions per year
11.	Consultative Committee on the United Nations Development Fund for Women, forty-seventh session [General Assembly resolutions 31/133 and 39/125]	January	New York	5 G	—	—	—	One session per year
12.	UNCTAD, Commission on Investment, Technology and Related Financial Issues [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167][c]	January	Geneva	[c]	I (ACEFRS)	T	—	
13.	United Nations Staff Pension Committee [General Assembly resolution 248 (III)]	January-February (1 meeting)	New York	12 E	—	—	—	Three sessions of one meeting each per year

	Organ	Dates (2007)	Location	Membership	Servicing[a]			Periodicity
14.	Conference on Disarmament, first part [General Assembly resolutions 1722 (XVI), S-10/2 and 34/83 L]	January–March (8 weeks)	Geneva	61 G	I (ACEFRS)	T	PV	One session in three parts per year
15.	Committee on the Elimination of Discrimination against Women, Working Group on Communications under the Optional Protocol to the Convention [General Assembly resolution 55/70][b]	5–9 February	New York	5 E	I (EFS)	T	—	Two sessions per year
16.	Committee on the Elimination of Discrimination against Women, pre-sessional working group [General Assembly resolutions 45/124, 47/94 and 60/230][b]	5–9 February	New York	4 E	I (EFS)	T	—	Three sessions per year
17.	UNCITRAL, Working Group on Arbitration [General Assembly resolution 33/92]	5–9 February	New York	60 G	I (ACEFRS)	T	—	Two sessions per year
18.	Human Rights Council, Working Group on Situations [Economic and Social Council resolution 1990/41 and General Assembly resolution 60/251]	5–9 February	Geneva	5 E	I (EFRS)	T	—	One session per year
19.	UNEP, Governing Council, twenty-fourth session [General Assembly resolutions 2997 (XXVII) and 42/185]	5–9 February	Nairobi	58 G	I (ACEFRS)	T	—	One session every two years
20.	Economic and Social Council, organizational session [Charter]	6–9 February	New York	54 G	I (ACEFRS)	T	SR	One session per year
21.	Advisory Committee on Administrative and Budgetary Questions [General Assembly resolution 173 (II)]	6 February–27 April	New York	16 E	I (ACEFRS)	T	—	Three sessions per year
22.	Commission for Social Development, forty-fifth session [Economic and Social Council resolutions 10 (II), 1139 (XLI) and 1996/7]	7–16 February	New York	46 G	I (ACEFRS)	T	—	One session per year
23.	UNCITRAL, Working Group on Security Interests [General Assembly resolution 33/92]	12–16 February	New York	60 G	I (ACEFRS)	T	—	Two sessions per year
24.	Committee on the Peaceful Uses of Outer Space, Scientific and Technical Subcommittee, forty-fourth session [General Assembly resolution 1472 A (XIV)]	12–23 February	Vienna	61 G	I (ACEFRS)	T	—	One session per year
25.	ECE, sixty-second session [Economic and Social Council resolution 36 (IV)]	19–23 February	Geneva	55 G	I (EFR)	T	—	One session per year
26.	WFP, Executive Board, first regular session [Economic and Social Council decision 1995/227 and General Assembly resolution 50/8][c]	19–23 February	Rome	36 G	I (ACEFRS)	T	—	Two or three sessions per year
27.	Committee on the Elimination of Racial Discrimination, seventieth session [General Assembly resolution 2106 A (XX)][b]	19 February–9 March	Geneva	18 E	I (CEFRS)	T	SR	Two sessions per year

28	Eleventh Meeting of the States Parties to the Convention on the Rights of the Child [General Assembly resolution 44/25][b]	21 February	New York	192 G	I (ACEFRS)	T	SR	One session every two years
29	Intergovernmental preparatory meeting for the fifteenth session of the Commission on Sustainable Development [Economic and Social Council resolution 2003/61]	26 February-2 March	New York	53 G	I (ACEFRS)	T	—	
30	Commission on the Status of Women, fifty-first session [Economic and Social Council decision 1999/257]	26 February-9 March	New York	45 G	I (ACEFRS)	T	—	One session per year
31	Special Committee on Peacekeeping Operations and its Working Group, substantive session [General Assembly resolution 48/42]	26 February-16 March	New York	119 G	I (ACEFRS)	T	—	One session per year
32	Statistical Commission, thirty-eighth session [Economic and Social Council resolution 1999/8]	27 February-2 March	New York	24 G	I (ACEFRS)	T	—	One session per year
33	Investments Committee [General Assembly resolution 248 (III)]	February	New York	11-12 E	—	—	—	Four or five meetings per year
34	UNCTAD, Commission on Trade in Goods and Services, and Commodities [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	February	Geneva	[c]	I (ACEFRS)	T	—	
35	UNCTAD, Commission on Enterprise, Business Facilitation and Development [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	February	Geneva	[c]	I (ACEFRS)	T	—	
36	United Nations Voluntary Fund for Indigenous Populations, Board of Trustees [General Assembly resolution 40/131]	February/March (1 week)	Geneva	5 E	I (EFRS)	T		One session per year
37	Special Committee on the Situation with regard to the Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples [General Assembly resolution 1654 (XVI)]	February/March	New York	27 G	I (ACEFRS)	T	SR[c]	
38	Human Rights Committee, Working Group on Communications [General Assembly resolution 2200 A (XXI)][b]	5-9 March	New York	9 E	I (EFRS)	T	—	Three sessions per year
39	United Nations Voluntary Trust Fund on Contemporary Forms of Slavery, Board of Trustees [General Assembly resolution 46/122]	5-9 March	Geneva	5 E	I (EFS)	T	—	One session per year
40	Human Rights Committee, eighty-ninth session [General Assembly resolution 2200 A (XXI)][b]	12-30 March	New York	18 E	I (AEFRS)	T	SR	Three sessions per year
41	Commission on Narcotic Drugs, fiftieth session [Economic and Social Council resolutions 9 (I) and 1991/39]	13-22 March	Vienna	53 G	I (ACEFRS)	T	—	One session per year
42	Committee of the Whole of the Commission on Narcotic Drugs [Economic and Social Council resolution 1991/39]	13-22 March (4 days)	Vienna	53 G	I (ACEFRS)	T	—	One session per year

	Organ	*Dates (2005)*	*Location*	*Membership*	*Servicing*[a]			*Periodicity*
43.	Committee for Development Policy, ninth session [Economic and Social Council resolution 1998/46]	19-23 March	New York	24 E	1 (ACEERS)	T		One session per year
44.	Group of governmental experts on illicit brokering in small arms [General Assembly resolution 59/86]	19-23 March	New York	25 E	1 (ACEERS)	T		
45.	ICSC, sixty-fourth session [General Assembly resolution 3357 (XXIX)]	19-30 March	To be determined	15 E	1 (EERS)	T		Two sessions per year
46.	Commission on the Limits of the Continental Shelf [annex II, article 2 (5), of the United Nations Convention on the Law of the Sea][b]	26-30 March	New York	21 E	1 (ACEERS)	T		Two sessions per year
47.	Committee on the Peaceful Uses of Outer Space: Legal Subcommittee, forty-sixth session [General Assembly resolution 1472 (XIV)]	26 March-5 April	Vienna	61 G	1 (ACEERS)	T	SR[c]	One session per year
48.	General Assembly, Fifth Committee, resumed session [Charter]	March (4 weeks)	New York	192 G	1 (ACEERS)	T	SR	One session per year
49.	UNCTAD, Working Party on the medium-term plan and the programme budget [UNCTAD resolution 114 (V) and Trade and Development Board decision 156 (XVII)]	March (1 week)	Geneva		1 (ACEERS)	T		
50.	Advisory Board on Disarmament Matters [General Assembly resolution 37/99 K]	March (3 days)	New York	25 E	1 (ACEERS)	T		Two sessions per year
51.	UNITAR, Board of Trustees, forty-fifth session, first part [General Assembly resolutions 1934 (XVIII) and 47/227][d]	March (2-3 days)	Geneva	28 E	1[e] (AEERS)	T		One session per year
52.	UNEP, Committee of Permanent Representatives [Governing Council decision 13/2]	March	Nairobi	58 G	1 (ACEERS)	T		Four sessions per year
53.	Committee of Permanent Representatives to UN-Habitat [General Assembly resolution 56/206]	March	Nairobi	58 G	1 (ACEERS)	T		Four meetings per year
54.	Security Council, Governing Council of the United Nations Compensation Commission established pursuant to Security Council resolution 692 (1991), sixty-third session[f]	March	Geneva	15 G	1 (ACEERS)	T	SR	Four sessions per year
55.	Committee for the United Nations Population Award [General Assembly resolution 36/201]	March-April (2 days)	New York	10 G	1 (EERS)	T		One session per year
56.	United Nations Staff Pension Committee [General Assembly resolution 248 (III)]	March-April (11 meetings)	New York	12 E				Three sessions of one meeting each per year
57.	Commission on Population and Development, fortieth session [Economic and Social Council resolutions 150 (VII), 87 (LVII) and 1995/55]	9-13 April	New York	47 G	1 (ACEERS)	T		One session per year

	Organ	Dates (2006)	Location	Membership	Documentation			Periodicity
58.	Committee of Experts on Public Administration [Economic and Social Council resolutions 2001/45 and 2003/69]	9-13 April	New York	24 E	1 (ACEFRS)	T		One session per year
59.	Disarmament Commission [General Assembly resolution S-10/2]	9-27 April	New York	192 G	1 (ACEFRS)	T	PV	One session per year
60.	United Nations Voluntary Fund for Victims of Torture, Board of Trustees, twenty-sixth session [General Assembly resolution 46/151]	16-20 April	Geneva	7 E	1 (EFS)	T		One session per year
61.	Governing Council of the United Nations Human Settlements Programme, twenty-first session [Economic and Social Council resolution 1978/1 and General Assembly resolution 56/206]	16-20 April	Nairobi	58 G	1 (ACEFRS)	T	—	One session every two years
62.	UNCITRAL, Working Group on Transport Law [General Assembly resolution 33/92]	16-27 April	New York	60 G	1 (ACEFRS)	T	—	Two sessions per year
63.	United Nations Forum on Forests [Economic and Social Council resolution 2005/29]	16-27 April	New York	195 G	1 (ACEFRS)	T		
64.	Commission on Crime Prevention and Criminal Justice, sixteenth session [Economic and Social Council resolution 1992/1]	17-26 April	Vienna	40 G	1 (ACEFRS)	T	—	One session per year
65.	Commission on Crime Prevention and Criminal Justice, parallel meetings for informal consultations and working groups [Economic and Social Council decision 1997/232]	17-26 April (12 meetings)	Vienna	40 G	1 (ACEFRS)	T		
66.	Committee on the Protection of the Rights of All Migrant Workers and Members of Their Families [General Assembly resolution 45/158][a]	23-27 April	Geneva	10 E	1 (ACEFRS)	T	SR	Two sessions per year
67.	Committee on Economic, Social and Cultural Rights, thirty-eighth session [Economic and Social Council resolutions 1982/33, 1985/17 and 1995/39][b]	23 April-11 May	Geneva	18 E	1 (AEFRS)	T	SR	Two sessions per year
68.	Economic and Social Council, resumed organizational session [Charter]	25-26 April	New York	54 G	1 (ACEFRS)	T	SR	
69.	Committee on Information, twenty-ninth session [General Assembly resolution 33/115 C]	30 April-11 May	New York	110 G	1 (ACEFRS)	T		One session per year
70.	Commission on Sustainable Development, fifteenth session [Economic and Social Council decisions 1993/207 and 2005/228]	30 April-11 May	New York	53 G	1 (ACEFRS)	T		One session per year
71.	Preparatory Committee for the 2010 Review Conference of the Parties to the Treaty on the Non-Proliferation of Nuclear Weapons, first session [General Assembly resolution 55/33D][a]	30 April-11 May	New York	189 G	1 (ACEFRS)	T		

	Organ	Dates (2007)	Location	Membership	Servicing[a]			Periodicity
72.	Committee against Torture, thirty-eighth session [General Assembly resolution 39/46 A][b]	April/May (3 weeks)	Geneva	10 E	I (EFRS)	T	SR	Two sessions per year
73.	Committee against Torture, pre-sessional working group [General Assembly resolution 56/44][b]	April/May (1 week)	Geneva	4 E	I (EFRS)	T	—	
74.	ESCAP, sixty-third session [Economic and Social Council resolutions 37 (IV), 69 (V) and 723 B (XXVIII)]	April (7 days)	Bangkok	52 G	I (CEFR)	T	—	One session per year
75.	Special high-level meetings of the Economic and Social Council with the Bretton Woods institutions, the World Trade Organization and UNCTAD [General Assembly resolution 50/227 and Economic and Social Council decision 2005/211]	April (1 day)	New York	54 G	I (ACEFRS)	T	SR[c]	
76.	United Nations System Chief Executives Board for Coordination, first regular session [Economic and Social Council decision 2001/321]	April/May	Geneva	26 ST	I (EF)	T	—	Two sessions per year
77.	International Narcotics Control Board, eighty-ninth session [Single Convention on Narcotic Drugs of 1961, article 11][b]	7–18 May	Vienna	13 E	I (ACEFRS)	T	—	Two or three sessions per year
78.	UNFCCC, meetings of subsidiary bodies of the Conference of the Parties to the Convention [General Assembly decision 60/197][b]	7–18 May	Bonn	189 G	I (ACEFRS)	T	—	
79.	Committee on Non-Governmental Organizations, resumed session [Economic and Social Council resolutions 3 (II) and 1296 (XLIV) and decisions 1995/304 and 1997/297]	14–18 May	New York	19 G	I (ACEFRS)	T	—	One session per year
80.	UNCITRAL, Working Group on Insolvency Law [General Assembly resolution 33/92]	14–18 May	New York	60 G	I (ACEFRS)	T	—	Two sessions per year
81.	Permanent Forum on Indigenous Issues [Economic and Social Council resolution 2000/22]	14–25 May	New York	16 E	I (ACEFRS)	T	—	One session per year
82.	Committee on the Elimination of Discrimination against Women, thirty-eighth session [General Assembly resolutions 34/180 and 60/230][b]	14 May–1 June	New York	23 E	I (ACEFRS)	T	SR	Three sessions per year
83.	Committee on the Rights of the Child, forty-fifth session [General Assembly resolutions 44/25, 47/112 and 49/211][b]	14 May–1 June	Geneva	18 E	I (ACEFRS)	T	SR	Three sessions per year
84.	Advisory Committee on Administrative and Budgetary Questions [General Assembly resolution 173 (II)]	15 May–27 July	New York	16 E	I (ACEFRS)	T	—	Three sessions per year
85.	UNCITRAL, Working Group on Procurement [General Assembly resolution 33/92]	21–25 May	New York	60 G	I (ACEFRS)	T	—	Two sessions per year

	Organ	Dates (2007)	Location	Membership	Servicing[a]			Periodicity
86.	Commission on Science and Technology for Development, tenth session [General Assembly resolution 46/235 and Economic and Social Council resolution 2002/37 and decision 2003/291]	21-25 May	Geneva	33 G	1 (ACEFRS)	T	—	One session per year
87.	United Nations Scientific Committee on the Effects of Atomic Radiation, fifty-fifth session [General Assembly resolution 913 (X)]	21 May-1 June	Vienna	21 G	1 (CEFRS)	T	—	One session per year
88.	Human Rights Council, Subcommission on the Promotion and Protection of Human Rights, Working Group on Minorities [Economic and Social Council resolution 1998/246 and General Assembly resolution 60/251]	28 May-1 June	Geneva	5 E	1 (ACEFRS)	T	—	One session per year
89.	Committee on Economic, Social and Cultural Rights, pre-sessional working group [Economic and Social Council resolutions 1982/33, 1985/17 and 1995/39][b]	28 May-1 June	Geneva	5 E	1 (EFRS)	T	—	Two sessions per year
90.	High-level Committee on South-South Cooperation, fifteenth session [General Assembly resolutions 33/134 and 58/220]	29 May-1 June	New York	195 G	1 (ACEFRS)	T	—	One session every two years
91.	General Assembly, Fifth Committee, resumed session [Charter]	May (4 weeks)	New York	192 G	1 (ACEFRS)	T	SR	
92.	Human Rights Council, Working Group on Enforced and Involuntary Disappearances [Economic and Social Council decision 2004/260 and General Assembly resolution 60/251]	May (2 weeks)	Geneva	5 E	1 (AEFS)	T	—	
93.	Regional seminar to review the situation in Non-Self Governing Territories under the Second Decade on the Eradication of Colonialism [General Assembly resolution 55/147]	May (3 days)	To be determined	To be determined	1 (EFS)	T	—	One session per year
94.	Committee for Programme and Coordination, organizational session [Economic and Social Council resolution 2008 (I.X) and General Assembly resolution 31/93]	May (1 day)	New York	34 G	1 (ACEFRS)	T	—	One session per year
95.	Investments Committee [General Assembly resolution 248 (III)]	May	New York	11-12 E	—	—	—	Four or five meetings per year
96.	ECA, Committee of Experts of the Conference of African Ministers of Finance, Planning and Economic Development, twenty-fourth meeting [Economic and Social Council resolution 671 (XXV)]	May	Addis Ababa	53 G	1 (AEF)	T	—	One session per year

	Organ	Dates (2007)	Location	Membership	Servicing[a]			Periodicity
97	ECA, Conference of African Ministers of Finance, Planning and Economic Development, thirty-eighth session of the Commission [Economic and Social Council resolution 671 (XXV)]	May	Addis Ababa	53 G	I (AEF)	T	—	One session per year
98	Conference on Disarmament, second part [General Assembly resolutions 1722 (XVI), S-10/2 and 34/83 I]	May-June (7 weeks)	Geneva	61 G	I (ACEFRS)	T	PV	One session in three parts per year
99	International Law Commission, fifty-ninth session [General Assembly resolution 174 (II)]	May-June (5 weeks)	Geneva	34 E	I (ACEFRS)	T	SR	One session per year
100	United Nations Joint Staff Pension Board, Committee of Actuaries [General Assembly resolution 1561 (XV), article XXIX]	4-6 June	New York	5 E	—	T	—	One session per year
101	UNICEF, Executive Board, annual session [General Assembly resolutions 57 (I) and 48/162]	4-8 June	New York	36 G	I (ACEFRS)	T	—	Two or three sessions per year
102	Group of governmental experts on illicit brokering in small arms [General Assembly resolution 59/86]	4-8 June	New York	25 E	I (ACEFRS)	T		
103	Voluntary Fund for Technical Cooperation in the Field of Human Rights, Board of Trustees [Economic and Social Council decision 1993/283]	4-8 June	Geneva	5 E	I (EF)	T	—	Two sessions per year
104	Committee on the Rights of the Child, pre-sessional working group [General Assembly resolutions 44/25, 47/112 and 49/211][b]	4-8 June	Geneva	18 E	I (ACEFRS)	T	—	Three sessions per year
105	WFP, Executive Board, annual session [Economic and Social Council decision 1995/227 and General Assembly resolution 50/8][b]	4-8 June	Rome	36 G	I (ACEFRS)	T	—	Two or three sessions per year
106	Committee on the Peaceful Uses of Outer Space, fiftieth session [General Assembly resolution 1472 A (XIV)]	6-15 June	Vienna	61 G	I (ACEFRS)	T	PV[c]	One session per year
107	Panel of governmental experts on missiles, first session [General Assembly resolution 59/67]	11-15 June	New York	23 E	I (ACEFRS)	T	—	
108	Human Rights Council, Subcommission on the Promotion and Protection of Human Rights, Working Group on Contemporary Forms of Slavery [Economic and Social Council decision 16 (LVI) 246 and General Assembly resolution 60/251]	11-15 June	Geneva	5 E	I (EFRS)	T	—	One session per year
109	UNDP and UNFPA, Executive Board, annual session [General Assembly resolutions 2029 (XX) and 48/162]	11-22 June	New York	36 G	I (ACEFRS)	T	—	Two or three sessions per year
110	Committee on Contributions, sixty-seventh session [General Assembly resolution 14 (I) A]	11-29 June	New York	18 E	I (ACEFRS)	T	—	One session per year

	Organ	Dates (2007)	Location	Membership	Servicing[a]			Periodicity
111.	Committee for Programme and Coordination, forty-seventh session [Economic and Social Council resolution 2008 (LX) and General Assembly resolution 31/93]	11 June-6 July	New York	34 G	I (ACEFRS)	T	—	One session per year
112.	Meeting of persons chairing human rights treaty bodies [General Assembly resolutions 46/111 and 49/178][b]	18-22 June	Geneva	8 E	I (EFS)	T	—	One session per year
113.	Meeting of the States Parties to the United Nations Convention on the Law of the Sea [General Assembly resolutions 37/66 and 49/28][b]	18-29 June	New York	138 G	I (ACEFRS)	T	—	One or two sessions per year
114.	United Nations Commission on International Trade Law, fortieth session [General Assembly resolution 2205 (XXI)]	18 June-13 July	Vienna	60 G	I (ACEFRS)	T	SR	One session per year
115.	United Nations Board of Auditors [General Assembly resolution 74 (I)]	28-29 June	New York	3 E	I (EF)	—	—	One session per year
116.	Security Council, Governing Council of the United Nations Compensation Commission established pursuant to Security Council resolution 692 (1991), sixty-fourth session[a]	June	Geneva	15 G	I (ACEFRS)	T	SR	Four sessions per year
117.	Committee of Permanent Representatives to UN-Habitat [General Assembly resolution 56/206]	June	Nairobi	58 G	I (ACEFRS)	T	—	Four meetings per year
118.	Special Committee on the Situation with regard to the Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples [General Assembly resolution 1654 (XVI)]	June-July (6-8 meetings per week, up to 30 meetings)	New York	27 G	I (ACEFRS)	T	SR[c]	
119.	Advisory Board on Disarmament Matters [General Assembly resolution 37/99 K]	June-July (3-4 days)	New York	20 E	I (ACEFRS)	T	—	Two sessions per year
120.	UNEP, Committee of Permanent Representatives [Governing Council decision 13/2]	June-July (1 day)	Nairobi	58 G	I (ACEFRS)	T	—	Four sessions per year
121.	United Nations Administrative Tribunal [General Assembly resolution 351 A (IV)]	June-July	Geneva	7 E	I (EF)	T	PV[c]	Two sessions per year
122.	Open-ended Informal Consultative Process on Ocean Affairs and the Law of the Sea [General Assembly resolution 60/30]	2-6 July	New York	192 G	I (ACEFRS)	T	—	
123.	Human Rights Committee, Working Group on Communications [General Assembly resolution 2200 A (XXI)][b]	2-6 July	Geneva	9 E	I (EFRS)	T	—	Three sessions per year
124.	Subcommittee of Experts on the Transport of Dangerous Goods [Economic and Social Council resolutions 1989/104 and 1999/65]	2-11 July	Geneva	23 G	I (CEFRS)	T	—	One or two sessions per year
125.	Economic and Social Council, substantive session [Charter]	2-27 July	Geneva	54 G	I (ACEFRS)	T	SR	One session per year

	Organ	Dates (2007)	Location	Membership	Servicing[a]			Periodicity
126.	United Nations Joint Staff Pension Board, Standing Committee [General Assembly resolution 248 (III)]	9-13 July	New York	15 E	I (EF)	T	—	One session every two years
127.	Human Rights Committee, ninetieth session [General Assembly resolution 2200 A (XXI)][b]	9-27 July	Geneva	18 E	I (AEFRS)	T	SR	Three sessions per year
128.	Subcommittee of Experts on the Globally Harmonized System of Classification and Labelling of Chemicals [Economic and Social Council resolutions 1989/104 and 1999/65]	11-13 July	Geneva	23 G	I (CEFRS)	T	—	One or two sessions per year
129.	Committee on the Elimination of Discrimination against Women, pre-sessional working group [General Assembly resolutions 45/124, 47/94 and 60/230][b]	16-20 July	New York	4 E	I (EFS)	T	—	Three sessions per year
130.	Human Rights Council, Subcommission on the Promotion and Protection of Human Rights, Working Group on Indigenous Populations [Economic and Social Council resolution 1982/34 and General Assembly resolution 60/251]	16-20 July	Geneva	5 E	I (CEFRS)	T	—	One session per year
131.	ICSC, sixty-fifth session [General Assembly resolution 3357 (XXIX)]	16-27 July	New York	15 E	I (EFRS)	T	—	Two sessions per year
132.	Committee on the Elimination of Discrimination against Women, Working Group on Communications under the Optional Protocol to the Convention [General Assembly resolution 55/70][b]	18-20 July	New York	5 E	I (EFS)	T	—	Two sessions per year
133.	Human Rights Council, Subcommission on the Promotion and Protection of Human Rights, international forum on economic, social and cultural rights (Social Forum) [Economic and Social Council decision 2003/264 and General Assembly resolution 60/251]	19 and 20 July	Geneva	10 E	I (ACEFRS)	T	—	One session per year
134.	Committee on the Elimination of Discrimination against Women, thirty-ninth session [General Assembly resolutions 34/180 and 60/230][b]	23 July-10 August	New York	23 E	I (ACEFRS)	T	SR	Three sessions per year
135.	Committee on the Elimination of Racial Discrimination, seventy-first session [General Assembly resolution 2106 A (XX)][b]	30 July-17 August	Geneva	18 E	I (CEFRS)	T	SR	Two sessions per year
136.	UNCTAD, Intergovernmental Group of Experts on Competition Law and Policy [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	July	Geneva	To be determined	I (ACEFRS)	T	—	
137.	International Law Commission, fifty-ninth session [General Assembly resolution 174 (II)]	July-August (5 weeks)	Geneva	34 E	I (ACEFRS)	T	SR	One session per year

	Organ	Dates (2007)	Location	Membership	Servicing			Periodicity
138.	International Law Seminar [General Assembly resolution 49/51]	July–August (3 weeks)	Geneva	30 E	1 (EFS)			One session per year
139.	Human Rights Council, Subcommission on the Promotion and Protection of Human Rights, fifty-ninth session [Economic and Social Council resolution 9 (II) 246 and General Assembly resolution 60/251]	July–August (3 weeks)	Geneva	26 E	1 (ACEERS)	T	SR	One session per year
140.	Conference on Disarmament, third part [General Assembly resolutions 1722 (XVI), S-10/2 and 34/83 I]	July–September (7 weeks)	Geneva	61 G	1 (ACEERS)	T	PV	One session in three parts per year
141.	Human Rights Council, Subcommission on the Promotion and Protection of Human Rights, Working Group on Communications [Economic and Social Council resolution 1503 (XLVIII) 246 and General Assembly resolution 60/251]	13–24 August	Geneva	5 E	1 (CEERS)	T		One session per year
142.	United Nations Group of Experts on Geographical Names, twenty-fourth session [Economic and Social Council resolution 715A (XXVII) and 1314 (XLIV)]	20 and 31 August	New York	80 E	1 (ACEERS)	T		
143.	Ninth United Nations Conference on the Standardization of Geographical Names [Economic and Social Council decision 2003/294]	21–30 August	New York	195 G	1 (ACEERS)	T		One session every five years
144.	Commission on the Limits of the Continental Shelf [annex II, article 2 (5), of the United Nations Convention on the Law of the Sea][c]	27–31 August	New York	21 E	1 (ACEERS)	T		Two sessions per year
145.	Human Rights Council, Working Group on Enforced and Involuntary Disappearances [Economic and Social Council decision 2004/266 and General Assembly resolution 60/251]	August (2 weeks)	Geneva	5 E	1 (AEFS)	T		
146.	Human Rights Council, Working Group on the Use of Mercenaries [Economic and Social Council decision 2005/255 and General Assembly resolution 60/251]	August (1 week)	Geneva	5 E	1 (ACEERS)	T		
147.	UNCITRAL, Working Group on Procurement [General Assembly resolution 31/98]	3–7 September	Vienna	60 G	1 (ACEERS)	T		Two sessions per year
148.	Advisory Committee on Administrative and Budgetary Questions [General Assembly resolution 14 (I)]	4 September–21 December	New York	16 E	1 (ACEERS)	T		Three sessions per year
149.	UNICEF, Executive Board, second regular session [General Assembly resolutions 57 (I) and 48/162]	5–7 September	New York	36 G	1 (ACEERS)	T		Two or three sessions per year
150.	UNDP and UNFPA, Executive Board, second regular session [General Assembly resolutions 2029 (XX) and 48/162]	10–14 September	New York	36 G	1 (ACEERS)	T		Two or three sessions per year

	Organ	Date (2006)	Location	Membership	Servicing			Periodicity
151.	UNCITRAL. Working Group on Arbitration [General Assembly resolution 33/92]	10-14 September	Vienna	60 G	1 (ACEERS)	T		Two sessions per year
152.	Committee on the Rights of the Child. forty-sixth session [General Assembly resolutions 44/25, 47/112 and 49/211][a]	10-28 September	Geneva	18 E	1 (ACEERS)	T	SR	Three sessions per year
153.	General Assembly. sixty-second session [Charter]	18 September-December	New York	192 G	1 (ACEERS)	T	PV; SR[b]	
154.	UNCITRAL. Working Group on Security Interests [General Assembly resolution 33/92]	24-28 September	Vienna	60 G	1 (ACEERS)	T		Two sessions per year
155.	UNCTAD. Working Party on the Medium-term Plan and the Programme Budget [UNCTAD resolution 134 (V) and Trade and Development Board decision 156 (XVIII)]	September (1 week)	Geneva		1 (ACEERS)	T		
156.	Security Council. Governing Council of the United Nations Compensation Commission established pursuant to Security Council resolution 692 (1991), sixty-fifth session[c]	September (5 days)	Geneva	14 G	1 (ACEERS)	T	SR	Four sessions per year
157.	UNITAR. Board of Trustees. forty-fifth session, second part [General Assembly resolutions 1934 (XVIII) and 47/227][d]	September (2-3 days)	Geneva	28 E	1 (AEERS)	T		One session per year
158.	UNRWA. Advisory Commission [General Assembly resolution 302 (IV)]	September (1 day)	Amman	10 G	1 (AEE)	T		One session per year
159.	Investments Committee [General Assembly resolution 248 (III)]	September	New York	11 (12) E				Four or five meetings per year
160.	Committee of Permanent Representatives to UN-Habitat [General Assembly resolution 56/206]	September	Nairobi	58 G	1 (ACEERS)	T		Four meetings per year
161.	UNEP. Committee of Permanent Representatives [Governing Council decision 13/2]	September-October (1 day)	Nairobi	58 G	1 (ACEERS)	T		Four sessions per year
162.	United Nations Staff Pension Committee [General Assembly resolution 248 (III)]	September-October (1 meeting)	New York	32 E				Three sessions of one meeting each per year
163.	Human Rights Committee, Working Group on Communications [General Assembly resolution 2200 A (XXI)][e]	1-5 October	Geneva	91 E	1 (EERS)	T		Three sessions per year
164.	Committee on the Rights of the Child. pre-sessional working group [General Assembly resolutions 44/25, 47/112 and 49/211][a]	2-5 October	Geneva	18 E	1 (ACEERS)	T		Three sessions per year
165.	UNCITRAL. Working Group on Transport Law [General Assembly resolution 33/92]	15-25 October	Vienna	60 G	1 (ACEERS)	T		Two sessions per year
166.	Human Rights Committee. ninety-first session [General Assembly resolution 2200 A (XXI)][b]	15 October-3 November	Geneva	18 E	1 (AEERS)	T	SR	Three sessions per year

	Organ	Dates/Length	Location	Documentation	Interpretation		Precedents
167.	WFP, Executive Board, second regular session [Economic and Social Council decision 1995/225 and General Assembly resolution 50/8][a]	22-26 October	Rome	10 E	1 (ACEFRS)	T	Two or three sessions per year
168.	International Narcotics Control Board, ninetieth session [Single Convention on Narcotic Drugs of 1961, article 11][b]	30 October-16 November	Vienna	13 E	1 (ACEFRS)	T	Two or three sessions per year
169.	UNCTAD, Trade and Development Board, fifty-fourth session [General Assembly resolution 1995 (XIX) and UNCTAD resolution 114 (V)]	October (2 weeks)	Geneva	148 G	1 (ACEFRS)	T	One session per year
170.	UNCCD, Conference of the Parties to the Convention, eighth session, and meetings of subsidiary bodies [General Assembly resolution 60/201][a]	October (2 weeks)	Madrid	185 G	1 (ACEFRS)	T	One session every two years
171.	UNHCR, Executive Committee, fifty-eighth session [General Assembly resolution 1166 (XII)]	October (1 week)	Geneva	70 G	1 (ACEFRS)	T	SR One session per year
172.	General Assembly, high-level dialogue on financing for development [General Assembly resolution 57/250]	October (3 days)	New York	192 G	1 (ACEFRS)	T	PV One session every two years
173.	United Nations System Chief Executives Board for Coordination, second regular session [Economic and Social Council decision 2001/321]	October	New York	26 ST	1 (EF)	T	Two sessions per year
174.	United Nations Administrative Tribunal [General Assembly resolution 351 (IV)]	October-November (5 weeks)	New York	7 E	1 (EF)	T	PV[b] Two sessions per year
175.	UNFCCC, Conference of the Parties to the Convention, thirteenth session, and meetings of subsidiary bodies [General Assembly resolution 60/197][a]	5-16 November	Bonn	189 G	1 (ACEFRS)	T	One session per year
176.	Committee on Economic, Social and Cultural Rights, thirty-ninth session [Economic and Social Council resolutions 1982/33, 1985/17 and 1995/39][b]	5-23 November	Geneva	18 E	1 (AEFRS)	T	SR Two sessions per year
177.	Committee on Economic, Social and Cultural Rights, pre-sessional working group [Economic and Social Council resolutions 1982/33, 1985/17 and 1995/39][b]	26-30 November	Geneva	5 E	1 (EFRS)	T	Two sessions per year
178.	Commission on Narcotic Drugs, resumed fiftieth session [Economic and Social Council resolutions 9 (I) and 1991/39]	28-30 November	Vienna	53 G	1 (ACEFRS)	T	One session every two years
179.	Committee on the Exercise of the Inalienable Rights of the Palestinian People, Special Meeting in Observance of the International Day of Solidarity with the Palestinian People [General Assembly resolutions 32/40 B and 33/28]	29 November	New York	25 G	1 (ACEFRS)	T	PV One session per year
180.	Committee against Torture, thirty-ninth session [General Assembly resolution 39/46 A][b]	November (2 or 3 weeks)	Geneva	10 E	1 (EFRS)	T	SR Two sessions per year

	Organ	Dates (2007)	Location	Membership	Servicing[a]			Periodicity
181.	Committee against Torture, pre-sessional working group [General Assembly resolution 56/44][b]	November (1 week)	Geneva	4 E	I (EFRS)	T		
182.	Voluntary Fund for Technical Cooperation in the Field of Human Rights, Board of Trustees [Economic and Social Council decision 1993/283]	November (1 week)	Geneva	5 E	I (EF)	T		Two sessions per year
183.	Committee on the Protection of the Rights of All Migrant Workers and Members of Their Families [General Assembly resolution 45/158][b]	November (1 week)	Geneva	10 E	I (EFS)	T		Two sessions per year
184.	Annual meeting of States parties to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects [Convention][c,d]	November (1 week)	Geneva	89 G	I (ACEFRS)	T	SR	One session per year
185.	Advisory Committee on the United Nations Programme of Assistance in the Teaching, Study, Dissemination and Wider Appreciation of International Law, forty-second session [General Assembly resolution 2099 (XX)]	November (2 days)	New York	25 G	I (ACEFRS)	T	—	One session per year
186.	United Nations Pledging Conference for Development Activities [General Assembly resolution 32/197]	November (1 day)	New York	195 G	I (ACEFRS)	T	—	One session per year
187.	Eleventh Meeting of States Parties to the Convention against Torture and Other Cruel, Inhuman or Degrading Treatment or Punishment [General Assembly resolution 39/46 A][b]	November (1 day)	Geneva	139 G	I (EFRS)	T	SR	One session every two years
188.	Ad Hoc Committee of the General Assembly for the Announcement of Voluntary Contributions to the United Nations Relief and Works Agency for Palestine Refugees in the Near East [General Assembly resolution 1729 (XVI)]	November (1 meeting)	New York	195 G	I (ACEFRS)	T	—	One meeting per year
189.	Investments Committee [General Assembly resolution 248 (III)]	November	New York	11-12 E			—	Four or five meetings per year
190.	Ninth Annual Conference of the High Contracting Parties to Amended Protocol II to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects [article 13, paragraph 1, of the Amended Protocol][c,d]	November	Geneva	69 G	I (ACEFRS)	T	SR	One session per year
191.	Annual meeting of the States parties to the Convention on the Prohibition of the Development, Production and Stockpiling of Bacteriological (Biological) and Toxin Weapons and on Their Destruction [Decision of the States parties at its Fifth Review Conference][c,d]	November-December (1 week)	Geneva	144 G	I (ACEFRS)	T		

	Organ	Dates (2007)	Location	Main services	Interpretation			Remarks
192	Disarmament Commission, organizational session [General Assembly resolution S-10/2]	November-December (1-2 days)	New York	192 G	1 (ACEFRS)	T	PV	One session per year
193	Subcommittee of Experts on the Transport of Dangerous Goods [Economic and Social Council resolutions 1989/104 and 1999/65]	3-11 December	Geneva	22 G	1 (CEFRS)	T	—	One or two sessions per year
194	Conference of the Parties to the United Nations Convention against Corruption, second session [General Assembly resolution 58/4] [b]	10-14 December	Vienna	60 G	1 (ACEFRS)	T	—	One session per year and biennially after the second session
195	Subcommittee of Experts on the Globally Harmonized System of Classification and Labelling of Chemicals [Economic and Social Council resolutions 1989/104 and 1999/65]	11-13 December	Geneva	23 G	1 (CEFRS)	T	—	One or two sessions per year
196	UNICEF, Executive Board, extraordinary budgetary session [Executive Board decision 2000/7]	13 and 14 December	New York	36 G	1 (ACEFRS)	T	PV	One session every two years
197	Human Rights Council, Working Group on Enforced and Involuntary Disappearances [Economic and Social Council decision 2004/260 and General Assembly resolution 60/251]	December (2 weeks)	Geneva	5 E	1 (AEFS)	T	—	
198	UNU, Council, fifty-fourth session [General Assembly resolution 3081 (XXVIII)]	December (1 week)	Tokyo	28 E	1 (EF)	T	—	One session per year
199	Security Council, Governing Council of the United Nations Compensation Commission established pursuant to Security Council resolution 692 (1991), sixty-sixth session [c]	December (3 days)	Geneva	15 G	1 (ACEFRS)	T	SR	Four sessions per year
200	Third meeting of the States parties to the International Convention on the Protection of the Rights of All Migrant Workers and Members of Their Families [General Assembly resolution 57/218] [b]	December (1 day)	New York	To be determined	1 (ACEFRS)	T	SR	One session every two years
201	Ad Hoc Committee of the General Assembly for the Announcement of Voluntary Contributions to the Programme of the United Nations High Commissioner for Refugees [General Assembly resolution 55/75]	December (1 meeting)	Geneva	195 G	1 (ACEFRS)	T	—	One meeting per year
202	UNCTAD, Commission on Enterprise, Business Facilitation and Development [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	December	Geneva		1 (ACEFRS)	T		
203	Committee of Permanent Representatives to UN-Habitat [General Assembly resolution 56/206]	December	Nairobi	58 G	1 (ACEFRS)	T	—	Four meetings per year

	Organ	Meeting cycle	Location	Membership	Languages	Publications	Publication
217.	Security Council Commission established under Security Council resolution 446 (1979)	As required	New York	3 (1)	1 (ACTERS)	T	SR	As required
218.	Security Council Committee established pursuant to resolution 751 (1992) concerning Somalia	As required	New York	15 (1)	1 (ACTERS)	T	SR	As required
219.	Security Council Committee established pursuant to resolution 918 (1994) concerning Rwanda	As required	New York	15 (1)	1 (ACTERS)	T	SR	As required
220.	Security Council Committee established pursuant to resolution 1132 (1997) concern... Sierra Leone	As required	New York	15 (1)	1 (ACTERS)	T	SR	As required
221.	Security Council Committee established pursuant to resolution 1267 (1999) concerning Al-Qaida and the Taliban and associated individuals and entities	As required	New York	15 (1)	1 (ACTERS)	T	SR	As required
222.	Security Council Committee established pursuant to resolution 1373 (2001) concerning counter-terrorism	As required	New York	15 (1)	1 (ACTERS)	T	SR	As required
223.	Security Council Committee established pursuant to resolution 1518 (2003)	As required	New York	15 (1)	1 (ACTERS)	T	SR	As required
224.	Security Council Committee established pursuant to resolution 1521 (2003) concerning Liberia	As required	New York	15 (1)	1 (ACTERS)	T	SR	As required
225.	Security Council Committee established pursuant to resolution 1533 (2004) concerning the Democratic Republic of the Congo	As required	New York	15 (1)	1 (ACTERS)	T	SR	As required
226.	Security Council Committee established pursuant to resolution 1540 (2004)	As required	New York	15 (1)	1 (ACTERS)	T	SR	As required
227.	Security Council Committee established pursuant to resolution 1572 (2004) concerning Cote d'Ivoire	As required	New York	15 (1)	1 (ACTERS)	T	SR	As required
228.	Security Council Committee established pursuant to resolution 1591 (2005) concerning the Sudan	As required	New York	15 (1)	1 (ACTERS)	T	SR	As required
229.	United Nations Conciliation Commission for Palestine [General Assembly resolution 194 (III)]	As required	New York	3 (1)	1 (FL)	T		As required
230.	Special Committee on Peacekeeping Operations and its Working Group [General Assembly resolution 2006 (XIX)]	As required	New York	14 (1)	1 (ACTERS)	T		As required
231.	Committee on the Exercise of the Inalienable Rights of the Palestinian People [General Assembly resolution 3376 (XXX)]	As required	New York	25 (1)	1 (ACTERS)	T	SR	As required
232.	Committee on Conferences [General Assembly resolution 43/222 B]	As required	New York	21 (1)	1 (ACTERS)	T		As required
233.	Committee on Relations with the Host Country [General Assembly resolution 2819 (XXVI)]	As required	New York	19 (1)	1 (ACTERS)	T		As required

	Organ	Dates (2007)	Location	Membership	Servicing[a]			Periodicity
234.	Security Council Governing Council of the United Nations Compensation Commission established pursuant to Security Council resolution 692 (1991)[c]	As required	Geneva	15 G	1 (ACEERS)	T	SR	As required
235.	ECE committees and working groups [Economic and Social Council resolution 36 (IV)]	As required	Geneva	55 G	To be determined	T	...	As required
236.	International Tribunal for the Prosecution of Persons Responsible for Serious Violations of International Humanitarian Law Committed in the Territory of the Former Yugoslavia since 1991 [Security Council resolution 808 (1993) and General Assembly resolution 47/235][c]	As required	The Hague	11 I	1 (EF)	I	...	As required
237.	International Criminal Tribunal for the Prosecution of Persons Responsible for Genocide and Other Serious Violations of International Humanitarian Law Committed in the Territory of Rwanda and Rwandan Citizens Responsible for Genocide and Other Such Violations Committed in the Territory of Neighbouring States between 1 January and 31 December 1994 [Security Council resolution 955 (1994)][c]	As required	Arusha	11 I	1 (EF)	T	...	As required
238.	Human Rights Council [General Assembly resolution 60/251]	To be determined (10 weeks)	Geneva	47 G	1 (ACEERS)	T	SR	Three sessions per year
239.	Group of governmental experts of the States parties to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects, tenth session [Decision of the States parties, December 2001][c,f]	To be determined (4–5 weeks)	Geneva	90 G	1 (ACEERS)	I		
240.	UNCTAD, expert meeting of the Commission on Investment, Technology and Related Financial Issues [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	To be determined (3 weeks)	Geneva	To be determined	1 (ACEERS)	I		
241.	UNCTAD, expert meeting of the Commission on Enterprise, Business Facilitation and Development [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	To be determined (3 weeks)	Geneva	To be determined	1 (ACEERS)	I		
242.	UNCTAD, expert meeting of the Commission on Trade in Goods and Services, and Commodities [Trade and Development Board decision at its thirteenth executive session (8 July 1996) and General Assembly resolution 51/167]	To be determined (3 weeks)	Geneva	To be determined	1 (ACEERS)	I		

243	Meeting of experts of the Convention on the Prohibition of the Development, Production and Stockpiling of Bacteriological (Biological) and Toxin Weapons and on Their Destruction [Decision of the States parties at its Fifth Review Conference][c,e]	To be determined (2 weeks)	Geneva	60 G	1 (ACEERS)	T			
244	Committee of Experts on International Cooperation in Tax Matters [Economic and Social Council resolutions 1273 (XLIII), 1765 (LIV) and 2004/69]	To be determined (1 week)	Geneva	25 I	1 (ACEERS)	T		One session per year	
245	Commission on Narcotic Drugs, meeting of heads of national drug law enforcement agencies, Asia and the Pacific region [Economic and Social Council resolutions 1985/11 and 1988/15]	To be determined (1 week)	Bangkok	81 G	1 (UEFR)	T		One session per year	
246	Commission on Narcotic Drugs, meeting of heads of national drug law enforcement agencies, Latin America and the Caribbean region [Economic and Social Council resolutions 1987/34 and 1988/15]	To be determined (1 week)	Santiago	41 G	1 (UFS)	T		One session per year	
247	Commission on Narcotic Drugs, meeting of heads of national drug law enforcement agencies, African region [Economic and Social Council resolution 1985/11]	To be determined (1 week)	Addis Ababa	91 G	1 (AEE)	T		One session per year	
248	Commission on Narcotic Drugs, Subcommission on Illicit Drug Traffic and Related Matters in the Near and Middle East [Economic and Social Council resolution 1776 (LIV)]	To be determined (1 week)	A capital in the region	23 G	1 (AER)	T		One session per year	
249	Commission on Sustainable Development, organizational session [Economic and Social Council resolution 1997/63]	To be determined (1 day)	New York	51 G	1 (ACEERS)	T		One session per year	
250	Committee on Non-Governmental Organizations, organizational session [Economic and Social Council resolution 1996/31]	To be determined (1 day)	New York	19 G	1 (ACEERS)	T		One session per year	
251	Ad Hoc Open-ended Working Group on Informatics [Economic and Social Council decision 2004/251]	To be determined	New York	54 G		T			
252	INSTRAW: Executive Board [General Assembly resolution 59/260 and Economic and Social Council resolution 2003/57][f]	To be determined	New York	10 E	1 (UFS)	T		One session per year	
253	Ad Hoc Committee on the Indian Ocean [General Assembly resolution 60/48]	To be determined	New York	43 G	1 (ACEERS)	T	SR	One session every two years	
254	High-level Open-ended Working Group on the Financial Situation of the United Nations [General Assembly resolution 49/143]	To be determined	New York	192 G	1 (ACEERS)	T			
255	Informal Open-ended Working Group on an Agenda for Peace and/or its subgroups [General Assembly resolution 47/120]	To be determined	New York	192 G	1 (ACEERS)	T			

	Organ	Dates (2007)	Location	Membership	Servicing[a]			Periodicity
256.	Peacebuilding Commission [General Assembly resolution 60/180 and Security Council resolution 1645 (2005)]	To be determined	New York	To be determined	I (ACEFRS)	T	SR	
257.	UNCITRAL, Working Group on Insolvency Law [General Assembly resolution 33/92]	To be determined	Vienna	60 G	I (ACEFRS)	T	—	Two sessions per year
258.	UNCITRAL, Working Group on Electronic Commerce [General Assembly resolution 33/92]	To be determined	Vienna	60 G	I (ACEFRS)	T	—	Two sessions per year
259.	Commission on Narcotic Drugs, meeting of heads of national drug law enforcement agencies, European region [Economic and Social Council resolutions 1993/36 and 2005/28]	To be determined	Vienna	55 G	I (AEFRS)	T	—	One session every two years
260.	Panel of External Auditors of the United Nations, the Specialized Agencies and the International Atomic Energy Agency [General Assembly resolutions 347 (IV) and 1438 (XIV)]	To be determined	To be determined	9 E	I (EF)	—	—	One session per year
261.	United Nations Board of Auditors, special session [*General Assembly resolution 74 (I)*]	To be determined	To be determined	3 E			—	One session per year
262.	General meeting of representatives of the United Nations system and of the Organization of American States [General Assembly resolution 55/15]	To be determined	To be determined	To be determined		T	—	One session every two years

[a] The languages in which interpretation will be provided are indicated. Languages in which translation and meeting records will be provided vary according to the rules of procedure applicable to the body concerned and, in the case of some working groups and similar bodies, according to the actual requirements when these are less than would be provided under the rules of procedure.

[b] Treaty bodies.

[c] Open to the participation of all interested States members of UNCTAD (UNCTAD resolution 80 (III), para. 9).

[d] Conference services are funded from outside the regular budget of the United Nations.

[e] For plenary meetings only.

[f] The General Assembly, in paragraph 8 of its resolution 53/45, noted with satisfaction that, in accordance with paragraph 9 of Assembly resolution 52/56, the Committee on the Peaceful Uses of Outer Space, at its forty-first session, had reviewed further its requirements for unedited verbatim transcripts and agreed to continue the use of those transcripts.

[g] When holding oral hearings.

[h] It has been the practice to provide verbatim records for plenary and First Committee meetings only.

[i] Subject to the approval of the General Assembly.

B. List of bodies whose mandates are to be presented for renewal to the General Assembly at its sixty-first session

	Organ	Dates (2007)	Location	Membership	Interpretation[a]	Translation	Meeting records
1.	Ad Hoc Committee established by General Assembly resolution 51/210 of 17 December 1996 [General Assembly resolution 59/46]	5-9 March	New York	192 G	1 (ACEFRS)	T	
2.	Special Committee on the Charter of the United Nations and on the Strengthening of the Role of the Organization [General Assembly resolution 3349 (XXIX)]	26 March-5 April	New York	192 G	1 (ACEFRS)	T	
3.	Ad Hoc Committee on a Comprehensive and Integral International Convention on the Protection and Promotion of the Rights and Dignity of Persons with Disabilities [General Assembly resolution 60/232]	To be determined	New York	192 G	1 (ACEFRS)	T	
4.	Working Group on the Financing of the United Nations Relief and Works Agency for Palestine Refugees in the Near East [General Assembly resolution 2656 (XXV)]	To be determined	New York	9 G	1 (ACEFRS)	T	
5.	Open-ended Working Group on the Question of Equitable Representation on and Increase in the Membership of the Security Council and Other Matters Related to the Security Council [General Assembly resolution 48/26]	To be determined	New York	192 G	1 (ACEFRS)	T	
6.	Special Committee to Investigate Israeli Practices Affecting the Human Rights of the Palestinian People and Other Arabs of the Occupied Territories [General Assembly resolution 2443 (XXIII)]	To be determined	Geneva	3 G	1 (AEF)	T	PV[b]

[a] The languages in which interpretation will be provided are indicated. Languages in which translation and meeting records will be provided vary according to the rules of procedure applicable to the body concerned and, in the case of some working groups and similar bodies, according to the actual requirements when these are less than would be provided under the rules of procedure.

[b] When holding oral hearings.

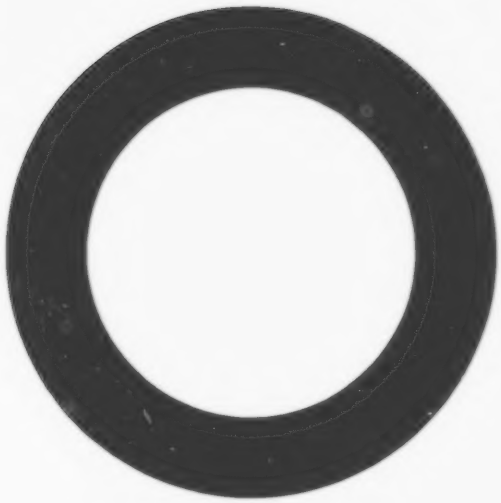
1 July 2006

C. Draft revised calendar of conferences and meetings of the principal organs of the specialized agencies, the International Atomic Energy Agency and treaty bodies established under the auspices of the United Nations, 2007

	Organ	*Dates (2007)*	*Location*
1	IAEA, Board of Governors, Programme and Budget Committee	15 January	Vienna
2	ICAO, Committee	15 January–2 February	Montreal
3	WHO, Executive Board	22–30 January	Geneva
4	Assembly of States Parties to the Rome Statute of the International Criminal Court, resumed fifth session	29–31 January	New York
5	Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, Working Group B and informal/expert meetings	12 February–2 March	Vienna
6	IFAD, Governing Council	13 and 14 February	Rome
7	ICAO, Council	19 February–16 March	Montreal
8	IAEA, Board of Governors	5–9 March	Vienna
9	ILO, Governing Body and its committees	8–30 March	Geneva
10	UNESCO, Executive Board	10–26 April	Paris
11	ICAO, Committee	16 April–4 May	Montreal
12	IFAD, Executive Board	18 and 19 April	Rome
13	UPU, Postal Operations Council	23 April–4 May	Berne
14	UNIDO, Programme and Budget Committee, twenty-third session	2–4 May	Vienna
15	IAEA, Board of Governors, Programme and Budget Committee	7–11 May	Vienna
16	WHO, World Health Assembly, sixtieth session	14–23 May	Geneva
17	Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, Working Group B and informal/expert meetings	14–25 May	Vienna
18	ICAO, Council	22 May–22 June	Montreal
19	WMO, Executive Council	28–30 May	Geneva
20	Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, Working Group A and informal/expert meetings	29 May–1 June	Vienna
21	ILO, General Conference	5–21 June	Geneva
22	IAEA, Board of Governors	11–15 June	Vienna
23	Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, twenty-eighth session	18–22 June	Vienna
24	FAO, Council	20–25 June	Rome
25	ILO, Governing Body and its committees	22 June	Geneva

	Organ	Dates (2007)	Location
26	IMO, Council, ninety-eighth regular session	25-29 June	London
27	UNIDO, Industrial Development Board	26-28 June	Vienna
28	ITU, Council	June	Geneva
29	Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, Working Group B and informal expert meetings	27 August-7 September	Vienna
30	IAEA, Board of Governors	10-14 September	Vienna
31	IFAD, Executive Board	11 and 12 September	Rome
32	IAEA, General Conference	17-21 September	Vienna
33	IAEA, Board of Governors	24 September	Vienna
34	UNESCO, Executive Board	25 September-11 October	Paris
35	Annual meetings of the Boards of Governors of the World Bank Group and the International Monetary Fund	September	Washington, D.C.
36	WIPO, Assemblies of Member States	September-October	Geneva
37	UNESCO, General Conference	September-October	Paris
38	Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty, Working Group A and informal expert meeting	1-5 October	Vienna
39	UPU, Council of Administration	October	Berne
40	ILO, Governing Body and its committees	1-16 November	Geneva
41	Conference of the States Parties to the Convention on the Prohibition of Chemical Weapons, twelfth session	5-9 November	The Hague
42	Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, twenty-ninth session	12-16 November	Vienna
43	FAO, Council	14-16 November	Rome
44	FAO, Conference	17-24 November	Rome
45	IAEA, Board of Governors, Technical Assistance and Cooperation Committee	19-21 November	Vienna
46	ICAO, Council	19 November-14 December	Montreal
47	IAEA, Board of Governors	22-23 November	Vienna
48	FAO, Council	26 November	Rome
49	IMO, Council, twenty-fourth extraordinary session	29-30 November	London
50	UNIDO, General Conference, twelfth session	3-7 December	Vienna
51	IMO, Assembly, twenty-fifth session	3-14 December	London

	Organ	*Dates (2007)*	*Location*
52.	IFAD, Executive Board	12 and 13 December	Rome
53.	IMO, Council, ninety-ninth regular session	14 December	London
54.	International Seabed Authority, Assembly, thirteenth session	To be determined	Kingston
55.	Organization for the Prohibition of Chemical Weapons, Executive Council	To be determined	The Hague
56.	Assembly of States Parties to the Rome Statute of the International Criminal Court, sixth session	To be determined	The Hague or New York
57.	Assembly of States Parties to the Rome Statute of the International Criminal Court, Budget and Finance Committee	To be determined	The Hague
58.	UNWTO, General Assembly	To be determined	Cartagena
59.	Conference on Facilitating the Entry into Force of the Comprehensive Nuclear-Test-Ban Treaty	To be determined	To be determined



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United Nations disarmament fellowship, training and advisory services

Report of the Secretary-General

Summary

Fellowships on disarmament were awarded to 30 officials, in both 2005 and 2006. Responding to the United Nations efforts to promote gender mainstreaming, Member States nominated more women candidates for the programme. As a result, 12 women participated in 2005 and 11 are expected to participate in 2006. In 2005, the programme lasted from 29 August to 2 November. In 2006, the programme is scheduled to be carried out from 28 August to 1 November.

The programme of studies continued to be structured in three segments. The first segment of the programme, which is held at the United Nations Office at Geneva, is aimed primarily at exposing the fellows to various aspects of multilateral negotiations on disarmament. The second segment involves study visits to intergovernmental organizations of relevance in the field of disarmament, as well as to Member States, at their invitation, including study visits to China (2006), Germany and Japan, to the Organization for the Prohibition of Chemical Weapons in The Hague, and to the Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization and the International Atomic Energy Agency in Vienna. The third segment, held at United Nations Headquarters, is intended to familiarize the fellows with the work of both the First Committee and the Department for Disarmament Affairs. This segment also includes seminars organized by the Center for Nonproliferation Studies of the Monterey Institute of International Studies.

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To date, the programme has trained 704 officials from 155 Member States, a large number of whom hold positions of responsibility in the field of disarmament within their own Governments. The Secretary-General is gratified that the programme continues to contribute to enhancing expertise in the field of disarmament in Member States, particularly in developing countries, and to developing greater awareness of the importance and benefits of disarmament and a better understanding of the concerns of the international community in the field of disarmament and security. The Secretary-General expresses his appreciation to all Member States and organizations that have consistently supported the programme throughout the years, thereby contributing to its success.

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I. Introduction

1. In its resolution 59/97 of 3 December 2004, entitled "United Nations disarmament fellowship, training and advisory services", the General Assembly requested the Secretary-General to continue with the annual Geneva-based programme within existing resources and to report thereon to the General Assembly at its sixty-first session. The present report is submitted pursuant to that mandate.

II. Programme of fellowships on disarmament

A. Fellowships for 2005 and 2006

2. Thirty fellowships were awarded in 2005 to the following officials:

Mustapha Benfriha	Algeria
Andranik Hovhannisyan	Armenia
Carol M. Holmes	Australia
Zoran Spasenovic	Bosnia and Herzegovina
Claudio M. Leopoldino	Brazil
Dieudonné C. Niyuhire	Burundi
Gaien Barka	Chad
Hu Zhongkun	China
Bafétigué Ouattara	Côte d'Ivoire
Fermín G. Quiñones Sánchez	Cuba
Biniam Berhe Tewolde	Eritrea
Nicolas Kasprzyk	France
René-Bertrand N'No Minlaghe	Gabon
Audrey Bampoh	Ghana
Edna V. Castaneda Sagastume	Guatemala
Shorna-Kay Richards	Jamaica
Sewar Masa'Deh	Jordan
Nuran Niyazaliev	Kyrgyzstan
Rimgaile Karčiauskaite	Lithuania
Eman Hussain	Maldives
Rinchenmyadag Shagdar	Mongolia

Fernando Chomar	Mozambique
Muhammad Aftab Qureshi	Pakistan
Enri Ciprian Prieto Tica	Peru
Serge Mario Ndongo	Republic of the Congo
Emilia Sidorova	Russian Federation
Noelani Manoa	Samoa
Marija Stajic	Former Serbia and Montenegro
Do Hung Viet	Viet Nam
Salwa Abdullah Rifaei	Yemen

3. Thirty fellowships were awarded in 2006 to the following officials:

Mariela Adriana Fogante	Argentina
Maleka Parveen	Bangladesh
Tshoki Choden	Bhutan
Jean Bengaly	Burkina Faso
Pablo A. Castro Hermosilla	Chile
Pablo R. Quiñonez Sanz	Ecuador
Hassan Elbahtimy	Egypt
Gustavo A. Argueta Hernandez	El Salvador
George Dolidze	Georgia
Aminata Thiam	Guinea
Birender Singh Yadav	India
Mehdi Aliabadi	Iran (Islamic Republic of)
Naoko Kamitani	Japan
Sanita Krumina	Latvia
Edward S. Togba	Liberia
Aedl Issa	Libyan Arab Jamahiriya
Bong Yik Jui	Malaysia
Yousouf Ramjanally	Mauritius
Marlen Gómez Villaseñor	Mexico

Kalyar Khyne	Myanmar
Sudhir Bhattarai	Nepal
Natalia Fuzhenkova	Russian Federation
Alan Charles Logan	Sierra Leone
Rastislav Gabriel	Slovakia
Dayani Mendis	Sri Lanka
Mohammed Haj Ibrahim	Syrian Arab Republic
Sherali S. Jonomov	Tajikistan
Omer Bedir	Turkey
Angela C. Gjertson	United States of America
Onismo Chigejo	Zimbabwe

4. Over the years, the United Nations efforts to promote gender mainstreaming have resulted in increase in female candidates nominated for the programme and, subsequently, in the number of fellowships granted to them. In the biennium 2005-2006, 23 fellowships were granted to women, compared to 19 in the biennium 2003-2004 and 13 in the biennium 2001-2002.

B. Programme of studies

5. The United Nations programme of fellowships on disarmament is implemented by the Geneva Branch of the Department for Disarmament Affairs. In 2005, the programme lasted from 29 August to 2 November. In 2006, the programme is scheduled to be carried out from 28 August to 1 November. The programme of studies is structured in three segments: (a) activities at the United Nations Office at Geneva; (b) study visits to intergovernmental organizations of relevance in the field of disarmament, as well as to Member States, at their invitation; and (c) activities at United Nations Headquarters in New York. The activities of the 2005 programme are summarized below. The 2006 programme will generally follow the 2005 syllabus, with the necessary updates to reflect the recent developments in the areas of disarmament and non-proliferation.

First segment

6. The first segment of the programme, which is held at the United Nations Office at Geneva, is aimed primarily at exposing the fellows to various aspects of multilateral negotiations on disarmament. This is accomplished through attendance at meetings of the Conference on Disarmament and participation in lectures by senior representatives of States members of the Conference and senior representatives of the United Nations Institute for Disarmament Research (UNIDIR), the Geneva International Peace Research Institute and the Geneva Centre for the Democratic Control of Armed Forces. In 2005, the fellows also had the opportunity to attend seminars on reviving disarmament (organized by UNIDIR) and

on the Biological Weapons Convention (organized jointly by the Department for Disarmament Affairs and UNIDIR)

7. While in Geneva, the fellows are also required to conduct research and to write the first draft of a paper on a topic of their choice relating to disarmament and international security. Research papers are finalized and then introduced and discussed during the New York segment of the programme.

Second segment

8. The second segment of the programme comprises study visits to three intergovernmental organizations of relevance in the field of disarmament: the Organization for the Prohibition of Chemical Weapons in The Hague, and two organizations based in Vienna: the Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization and the International Atomic Energy Agency. In addition, this segment includes study visits to Member States, at their invitation.

9. At the Organization for the Prohibition of Chemical Weapons, fellows are briefed on the mandate and the work of the organization, the genesis and the status of implementation of the Convention on the Prohibition of the Development, Production, Stockpiling and Use of Chemical Weapons and on Their Destruction, the verification procedures of the Convention, the work of the inspectorate and the inspection process, international cooperation and assistance within the framework of the Convention and the role of National Authorities in the implementation of the Convention. Fellows also visit the organization's laboratory where they are familiarized with the inspection equipment and analytical methods.

10. The study visit to the Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization includes presentations on the work of the organization, an introduction to the International Monitoring System and a guided visit to the International Data Centre.

11. The study visit to the International Atomic Energy Agency in Vienna comprises presentations and briefings on such topics as: the Treaty on the Non-Proliferation of Nuclear Weapons, practical and legal aspects of IAEA safeguards, introduction to the functioning of nuclear reactors, and briefing on the IAEA Nuclear Safety Programme. The programme also includes a visit to the IAEA laboratories at Seibersdorf. In 2005, fellows also attended the opening of the forty-ninth IAEA General Conference.

12. For over twenty years, Germany and Japan have been inviting participants in the programme of fellowships on disarmament for study visits to national institutions and for seminars with officials of the respective Governments. The study visits provide the fellows with an invaluable opportunity to become more closely acquainted with the national policies and work of the two Governments in the field of arms limitation and disarmament. In 2006, participants in the fellowship programme have also been invited for a study visit by the Government of China.

13. The study visit to Germany in 2005 included briefings by, and a round-table discussion with, senior officials of the Division for Disarmament and Arms Control of the Federal Foreign Office in Berlin, a meeting with the Head of the Parliamentary Subcommittee for Arms Control and Disarmament, and a meeting with the representatives of the German Council on Foreign Relations. The visit also included a guided, highly informative visit to a conversion plant in Pinnow, where

fellows were briefed, inter alia, on the environmentally friendly methods of destruction of weapons and munitions. The study visit by the fellows to Germany in 2006 is expected to include similar activities.

14. The Government of Japan and the cities of Nagasaki and Hiroshima continued to organize valuable activities for the fellows in 2005. In Tokyo, the fellows were briefed by senior officials of the Ministry of Foreign Affairs on Japan's disarmament policy and met with the senior officials from the Centre for the Promotion of Disarmament and Non-Proliferation. In Nagasaki and Hiroshima, the fellows met with local officials and visited sites commemorating the atomic bombing. In particular, in Nagasaki they visited the Atomic Bomb Museum, the Peace Park, the Atomic Bomb Home for the Elderly and National Peace Memorial Hall and in Hiroshima, the Atomic Bomb Dome, the Peace Memorial Museum and National Peace Memorial Hall. The fellows also met with survivors and heard lectures on the social and medical legacies of the atomic bombing. The study visit to Japan in 2006 is expected to include similar activities.

15. In 2006, the Government of China has invited the participants in the Programme for a study visit, which will include discussions with senior officials of the Department of Arms Control and Disarmament of the Ministry of Foreign Affairs, as well as with scholars and representatives from non-governmental organizations. The fellows will also visit the chemical defence research institute of the Chinese People's Liberation Army.

Third segment

16. The third segment of the programme is held at United Nations Headquarters in New York and is intended to allow the fellows to familiarize themselves with the work of the First Committee of the General Assembly and the Department for Disarmament Affairs in New York. The segment includes a series of lectures by members of delegations to the First Committee and by United Nations officials on items on the agenda of the Committee and the responsibilities of the various branches of the Department, as well as regular attendance by the fellows at meetings of the Committee. The fellows also attend symposiums and panel discussions sponsored by the Department for Disarmament Affairs and the NGO Committee on Disarmament.

17. In 2005, fellows took part in a two-day seminar organized by the Center for Nonproliferation Studies of the Monterey Institute of International Studies on various aspects of the Treaty on the Non-Proliferation of Nuclear Weapons, on measures to respond to emerging proliferation threats and on nuclear terrorism.

18. While in New York, the fellows also participate in a group discussion on a selected disarmament topic, moderated by the coordinator of the programme. In addition, the fellows take part in a practical exercise on the preparation of draft resolutions for the First Committee of the General Assembly. The exercise includes a discussion of the drafts prepared by the fellows, introduction of amendments and revisions and, finally, taking action on draft resolutions. In addition, the fellows finalize their research papers and make short presentations of their main theses, which are then discussed by the whole group of fellows.

III. Conclusion

19. Launched in 1979 as a follow-up to a decision of the General Assembly taken at its tenth special session in 1978, the United Nations Programme of Fellowships on Disarmament is aimed at promoting expertise in disarmament in more Member States, particularly in developing countries. From 1979 to 2006 (inclusive), the programme has trained 704 officials from 155 States. Many alumni hold positions of responsibility in the field of disarmament within their own Governments and their Permanent Missions to the United Nations. In 2005, 53 alumni served in their respective Permanent Missions in Geneva and in New York, and 40 alumni represented their Governments at various disarmament meetings and conferences. The large number of nominations for the programme received every year by the Department for Disarmament Affairs is a testimony of the undiminished interest of Governments in the programme. The role of the programme in enhancing the capabilities of young diplomats for participation in arms control and disarmament deliberations and negotiations is recognized and appreciated by the Member States. The fellowship programme on disarmament was identified by the United Nations Office of Internal Oversight Services as the most successful United Nations training programme it had reviewed (see E/AC.51/1999/2, para. 61).

20. The Secretary-General is gratified that the programme of fellowships on disarmament continues to contribute significantly to developing greater awareness of the importance and benefits of disarmament and better understanding of the concerns of the international community in the field of disarmament and security, as well as to enhancing the knowledge and skills of fellows, allowing them to participate more effectively in efforts in the field of disarmament at all levels. The programme also plays an important role in facilitating better understanding of disarmament and security concerns of Member States and in fostering progress in disarmament, arms limitation and non-proliferation. The Secretary-General also notes with appreciation the increased number of female candidates nominated for the programme over the years and, subsequently, in the number of fellowships granted to them.

21. The Secretary-General expresses his appreciation to all Member States and organizations that have consistently supported the programme throughout the years, thereby contributing to its success. The Secretary-General is particularly grateful to the Governments of Germany and Japan for the continuation of extensive and highly educative study visits for the participants in the programme, as well as to the Government of China for organizing the study visit in 2006.